

The PULSE

*Portability Updates for Liaisons and Shared
 Expertise for Employees and Employers*

Portability of Benefits Reminders for Staffers

Often times, Portability of Benefits (POB) between civil service and nonappropriated fund (NAF) employment systems is complex. It is critical to know your roles and responsibilities, and where to locate resources to ensure a smooth transition for employees. It is also important to remember that if portability between the systems is not processed correctly, it may impact retirement benefits for the employee. As a reminder to some and a knowledge tip to others that portability is important to both civil service and NAF employment systems.

- ◇ Portability is the ability to retain certain benefits or receive service credit when moving between NAF and civil service positions. Within the Federal government, retirement portability refers to the ability of employees participating in a **NAF or civil service retirement system** to remain in that system when moving to a retirement-covered position in the other employment system within a specified period of time.
- ◇ Staffers are key players when it comes to portability, you must be knowledgeable about POB in order to advise the employee of their options. As the gaining employer *YOU*, are responsible for properly counseling and providing election opportunities to eligible employees who make a qualifying move.
- ◇ Staffers should review employee's Official Personnel Folder to identify prior service that may qualify, determine if a previous portability election was made, document personnel actions as necessary, coordinate with payroll and benefits staff to ensure correct contributions and deductions are coded correctly, that leave balances transfer appropriate service credit, and Merged Record Personnel Folder is complete.
- ◇ Staffers must take an active role to ensure the corrections are resolved timely.
- ◇ Communication between and across agency components is essential.
- ◇ When a NAF employee retains a civil service retirement, the appropriated fund (APF) human resources office (HRO) is responsible for completing the FERS retirement calculation for the NAF employee.
- ◇ POB Reference Guide (February 26, 2021) is intended for civil service and NAF human resources and benefits staff who process separations, appointments, retirements, and related portability of benefits actions for employees moving between civil service and NAF positions.
- ◇ [https://www.dcpas.osd.mil/sites/default/files/2021-04/DCPAS Portability of Benefits Reference Guide Final February 26 2021 update.pdf](https://www.dcpas.osd.mil/sites/default/files/2021-04/DCPAS%20Portability%20of%20Benefits%20Reference%20Guide%20Final%20February%2026%202021%20update.pdf)

From The Desk Of,
Itzel R. Santana
 Associate Director
 DCPAS NAF Policy



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SPECIAL POINTS OF INTEREST

- Upcoming Events
- Submit an Article Today
- Hails, Farewells, and Retirements

NEWS FROM MARINE CORPS NAF

2024 Marine Corps NAF Quarterly Virtual Retirement Seminar Schedule

The Headquarters, U.S. Marine Corps Business and Support Services Division (MRG) NAF Benefits Team is offering virtual pre-retirement seminars for employees covered under the Marine Corps NAF Retirement System. Employees can attend these seminars via Microsoft (MS) Teams or via phone.



The briefing agenda includes:

- Retirement Eligibility
- Retirement Annuity Computation
- Health Insurance Continuation into Retirement
- Life Insurance Continuation into Retirement
- 401(k) After Retirement
- Retirement Process

The retirement seminars are designed to give participants a clear understanding of the benefits civilian employees are entitled to under Marine Corps NAF retirement. These seminars are conducted by the Headquarters, U.S. Marine Corps Benefits specialists, who provide crucial information to assist employees make informed decisions related to their retirement. If you have questions about the upcoming virtual seminars, please contact your local NAF HRO if you are an active Marine Corps NAF employee. If you are a Marine Corps NAF portee working for an APF agency, please contact MCNAFPortability@usmc-mccs.org.

◆ **Tuesday, May 14, 2024, 4:00PM – 6:00PM EST:**

Join on your computer, mobile app or room device:

<https://tinyurl.com/y5eunvdu>:

Or call in (audio only): +1 571-320-1019,, 959445206# United States, Triangle

Phone Conference ID: 959 445 206#

◆ **Tuesday, August 20, 2024, 4:00PM – 6:00PM EST:**

Join on your computer, mobile app or room device:

<https://tinyurl.com/2p95t78s>:

Or call in (audio only): +1 571-320-1019,, 718133991# United States, Triangle

Phone Conference ID: 718 133 991#

◆ **Tuesday, November 19, 2024, 4:00PM – 6:00PM EST:**

Join on your computer, mobile app or room device:

<https://tinyurl.com/2ufht3vv>:

Or call in (audio only): +1 571-320-1019,, 946118504# United States, Triangle

Phone Conference ID: 946 118 504#

Submitted by Headquarters, U.S. Marine Corps Business and Support Services Division (MRG) NAF Benefits

DCPAS TRAINING COURSES

To view the 2024 course schedule and register for upcoming training sessions, please visit each of their training sites for more information.

NAF HR Educational Sessions:

DCPAS NAF Policy is pleased to present the NAF HR Educational Sessions. We will host a variety of presenters across a range of topics relevant to NAF HR practitioners. These sessions are open to all NAF HR staff, please disseminate as widely as possible through your NAF HR communities.

To sign up: Email Adrienne Courtney at adrienne.e.courtney2.civ@mail.mil with the name of the session to be included in the email list. Meeting invites will follow the week prior to the session.

Employee Benefits:

The Defense Civilian Personnel Advisory Service (DCPAS) Employee Benefits Training (EBT) program structure and course material are designed to strengthen knowledge of various HR concepts and practices, as well as develop and enhance competencies specific to the Employee Benefits Advisor (EBA). Training is conducted in a virtual classroom setting and emphasis is placed on the core competencies required within the employee benefits functional area. The EBT Program is comprised of three (3) levels of Federal Employee Benefits Training; Basic, Intermediate and Advanced courses.

Website: <https://www.dcpas.osd.mil/hrfunctionalcommunity/benefitsworklife/employeebenefitstraining>

Employment & Compensation:

The Employment and Compensation Line of Business within DCPAS develops civilian personnel policies, provides training services, and technical and advisory support to Department of Defense and human resource specialists on a wide variety of Human Resources (HR) programs including staffing, recruitment and outreach, pay, leave, classification, and civilian transition programs.

Website: <https://www.milsuite.mil/book/groups/dcpas-employment-compensation-training-center>



UPCOMING EVENTS

- ◆ POBWG Bi-Annual Meeting -
March 14, 2024
- ◆ DoD Benefits Officers Meeting -
March 21, 2024
- ◆ DCPAS NAF HR Educational Series: Legal Governance
April 1, 2024
- ◆ DCPAS NAF HR Educational Series: Overseas Telework
May 6, 2024
- ◆ Marine Corps NAF POB Training -
May 14, 2024
- ◆ DoD Benefits Officers Meeting -
May 14, 2024
- ◆ *The PULSE* Newsletter Articles Due -
May 30, 2024
- ◆ DCPAS NAF HR Educational Series: DETO
June 3, 2024

RETIREMENT COVERAGE DETERMINATION

Choosing the right type of Federal Employee's Retirement System (FERS)

Two changes in the law, one in 2012 and one in 2013, established two new FERS plans which significantly increased the amount of required employee retirement deductions. The changes also complicated the process for determining the proper retirement coverage an employee should be placed in, especially if the employee has prior service. OPM provides FERS coverage determination guidance in Benefits Administration Letter (BAL) 14-107, available at <https://www.opm.gov/retirement-center/publications-forms/benefits-administration-letters/2014/14-107.pdf>

FERS Further Revised Annuity Employee (RAE) was effective on 1 January 2013. It applies to employees newly hired into retirement eligible positions on or after 1 January 2013 and certain employees rehired between 1 January and 31 December 2013. Under FERS RAE, employees must pay 3.1% of their salary as FERS retirement contributions. This is an increase of 2.3% from regular FERS.

FERS Further Revised Annuity Employee (FRAE) was effective on 1 January 2014. It applies to employees newly hired into retirement eligible positions on or after 1 January 2014 and certain employees rehired on or after that date. Under FERS FRAE, employees must pay 4.4% if their salary as FERS retirement contributions, an increase of 3.6% from regular FERS.



There are three exceptions under each new plan for rehires to remain covered under a previous retirement plan. December 31, 2012 and December 31, 2013 are significant dates for each of those exceptions. It is important to utilize OPM's guidance when making a retirement coverage determination. However, some **key points for NAF portability** are:

- For direct moves from APF to NAF, make sure to verify which FERS plan the employee is porting to NAF.
- Prior regular FERS or FERS RAE coverage does not necessarily mean that coverage continues
 - Example: Employee was hired under regular FERS on 1/1/2010 and separated on 12/15/2012. Employee was then rehired in a retirement-eligible NAF position on 12/1/2013 so is eligible for a portability election. Using the 'rehires' guidance from BAL 14-107, the employee is not eligible to retain regular FERS so the portability options would be FERS-RAE or NAF retirement.
- Service performed under a NAFI retirement plan is not used in determining whether the employee has 5 years of prior service to retain regular FERS or FERS RAE.

Submitted by Nikki Elkins, Directorate of Civilian Force Management, Headquarters, Air Force



Submit an article today!

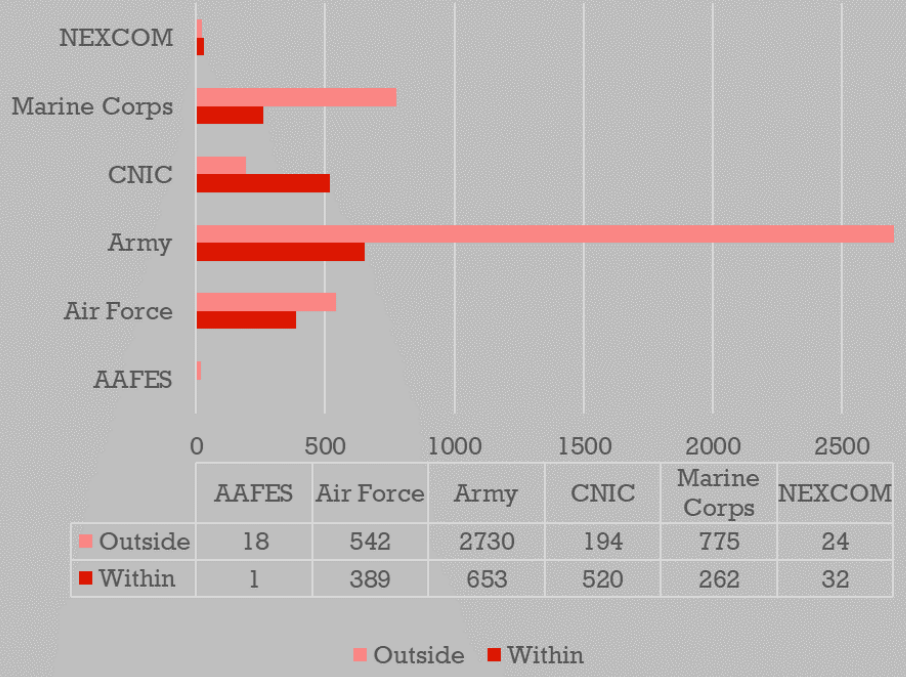
We know that you deal with extraordinary HR and benefits stories, exemplary experiences, best practices, and have agency internal processes to share. **The PULSE** is an opportunity and platform to do just that. There is no better way to learn than from each other as we continuously work together to educate, advise and streamline the portability process.

Submit newsletter articles and images to: lashawna.d.jordan.naf@mail.mil

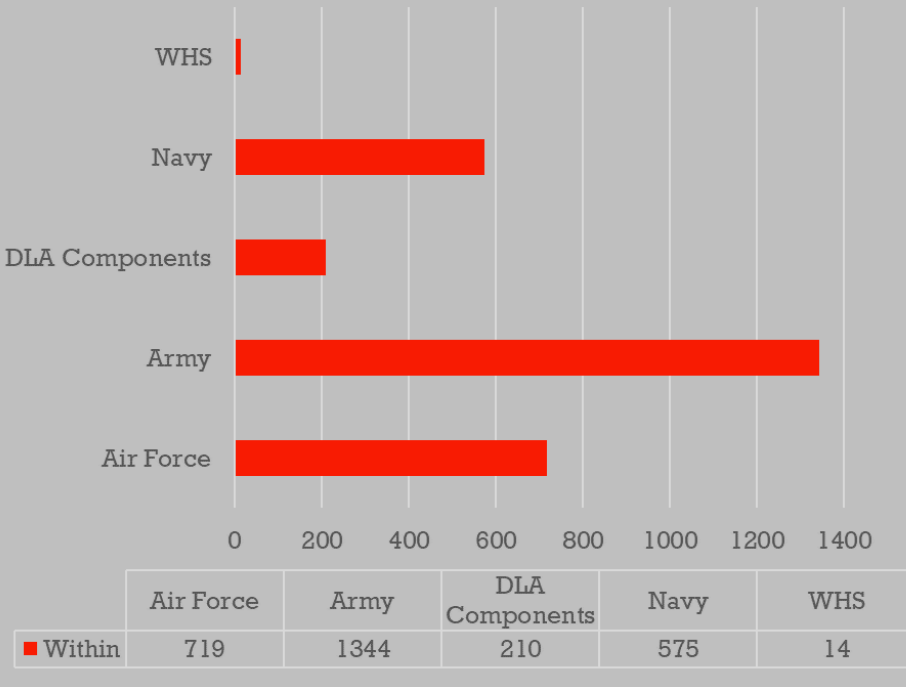


PORTEE ANALYTICS

NAF PORTEES AS OF MARCH 2023



APF PORTEES AS OF MARCH 2023



PORTABILITY OF BENEFITS WORKING GROUP

H A I L S



- ◆ Lacy Beyer - Army
- ◆ Valencia Bellfield - DCPAS
- ◆ Tamara Corrales - AAFES
- ◆ Jayla Davis - NEXCOM
- ◆ Bobbie Esposito - DCPAS
- ◆ Kelli Mills - Air Force
- ◆ Mr. DJ Reed - DCPAS
- ◆ Canary Scullark - DCPAS
- ◆ LeAnn Stewart - Air Force

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- ◆ Lisa Bowers - Army
- ◆ Dashica Moore - Navy
- ◆ Somkid Morris - AAFES
- ◆ Kimberly Palacios - WHS
- ◆ Hannah Spring - Coast Guard
- ◆ Tasha Whitley-George - Navy

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- ◆ Clifford Bowers - DFAS
- ◆ Robin Johnson - DCPAS



DCPAS Summary:

We provide DOD policy and guidance implementing portability of benefits laws and regulations governing employee moves between the civil service and DOD Nonappropriated Fund (NAF) employment systems. DCPAS also provides advisory assistance to DOD Component Human Resources Office staff on portability issues that may occur when an employee moves between the two systems.

NAF Inquires:

dodhra.mc-alex.dcpas.mbx.naf@mail.mil

APF Inquires:

dodhra.mc-alex.dcpas.mbx.benefits-contacts@mail.mil

Find us on the Web:

<https://www.dcpas.osd.mil/policy/naf/dodportabilitybenefits>

**DCPAS NAF Policy
Portability of Benefits Team**

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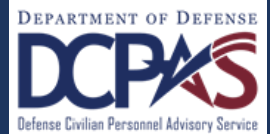
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