

**UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
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To: All Oregon/Washington Employees
From: Chief, Branch of Human Resources
Subject: What's New with the Thrift Savings Plan? The Record Keeping System

The new Thrift Savings Plan Record Keeping system was implemented on June 16, 2003. There are many changes being implemented with the new record keeping system. A few of the examples of how the new record keeping system has changed are: The system has changed from monthly valued to daily valued, participants statements will be issued quarterly, loan information will be included on the quarterly statements, and general purpose loans may be repaid in five years rather than four. For complete information on how the system has changed, the TSP has developed a fact sheet for employees and is available on their web site at <http://www.tsp.gov/forms/tsplf11.html>.

Participants will receive a one-month participant and loan statement. This statement will close out the monthly valued record keeping system and will include cumulative account information as of May 31, 2003, and detailed account activity for the period May 1 through May 31, 2003. **IF YOU DO NOT RECEIVE YOUR STATEMENT BY JULY 31, 2003, PLEASE CONTACT THE TSP SERVICE OFFICE AT 504-255-8777.**

Participants are encouraged to retain these statements so that they can compare their closing balances in the monthly valued system to the opening balances contained on their October 2003 statements. This will be the first statement issued from the new record keeping system. This statement will include information as of September 30, 2003 and detailed account activity for the four-month period June 1 through September 30, 2003.

Statements will be issued quarterly under the new system, March 31, June 30, September 30, and December 31. The format of the statements will change to include the number of shares and share prices. You may also view this on their web site. If you do not have a TSP PIN, you are encouraged to obtain one. Many of TSP services are on line and employees are encouraged to use this method.

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Districts with Unions are reminded to notify their unions of this Information Bulletin and satisfy any bargaining obligations before implementation. Your servicing Human Resources Office or Labor Relations Specialist can provide you assistance in this matter.

Signed by
Thomas M. O'Donnell

Authenticated by
Mary O'Leary

Chief, Branch of Human Resources

Management Assistant

1 Attachment

[TSP Bulletin "How the TSP is Changing"](#) (1p)

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