

HR Newsletter

HR would like to Welcome Sandra Berain to our office!

FSA UPDATE

The Flexible Spending Accounts (FSA) sent a email in July to all participants informing them of the changes to the user id.

FSAFEDS participants are no longer allowed to use their Social Security Number as a user id to access their online account. FSA created new user id's for all enrollees.

If you did not change the user id they assigned to you by the 27th of July, you are now stuck with the one they assigned to you.

To figure out what that user id is, take the first three letters of your first name (first letter is capitalized), the first three letters of your last name (first

letter is capitalized) and the two digit day you were born, that is your new user id for your FSA.

Example: if Mary Jones was born on the 7th of August, the user id would be

MarJon07

According to FSA, your passwords were not impacted by this change.

If you have additional questions or need further assistance, contact FSAFEDS at 877-372-3337 or visit the website at www.fsafeds.com

BENEFICIARY FORM REMINDERS

Employees are reminded to make sure HR has a current up to date copy of designation of beneficiary forms in their OPF.

The following forms should be updated whenever there is a change and filed in the OPF:

- SF-1152 Unpaid Compensation Designation of Beneficiary
- SF-2808 CSRS Designation of Beneficiary
- SF-2823 FEGLI Designation of Beneficiary
- SF-3102 FERS Designation of Beneficiary

The SF forms are located at www.opm.gov/forms

The following form should be sent directly to TSP when there is a change:

- TSP 3 Designation of Beneficiary

The TSP form is located at www.tsp.gov/forms



ASK HR



Retirement Question:

Q: If I retire before age 59 1/2, will I be subject to the 10% early withdraw penalty tax on my TSP?

A: *If you retire before you reach age 55, and withdraw your account in a single payment or a series of payments, the IRS will impose a 10% early withdrawal penalty tax. In this case you will be subject to*

the penalty tax on all amounts that you receive before age 59 1/2.

Note: This does not apply to a series of monthly payments based on life expectancy, annuity payments, death payments or payments made to participants who retire on disability.

If you retire during or after the year in which you reach age 55, you will not be subject to the penalty tax on

your withdraw.

TSP participants retiring before age 55 may want to consult a tax advisor or the IRS regarding the early withdrawal penalty rules before making a withdrawal choice.

For more information, visit TSP's website

www.tsp.gov

3833 S Development Ave FA-202
Boise, ID 83705

Phone: 208-387-5523
Fax: 208-387-5723

We're on the web!
http://www.blm.gov/nifc/st/en/prog/fire/more/human_resources.html

HR Staff

Sandy Berain	HR Officer	X5514
Sheri Kososik	HR Specialist	X5527
Sandy Tripp	HR Specialist	X5627
Wendy Little	Supv HR Specialist	X5564
Karin Nichols	HR Specialist	X5320
Suzanne Rebish	HR Specialist	X5388

HR Staff

Pamela Burrows	HR Assistant	X5498
Angela Tallant	HR Assistant	X5346
Annie Banks	HR Assistant	X5518
Mary Pierce	HR Assistant	X5523
Fax		X5723

New Hires

Judith Dunnam NICC
Sandra Berain FA202

Departures

Joshua Weishaup NICC

Retirements

David Dash FA500

GUIDANCE RESOURCES

Guidance Resources On-line is a free employee assistance resource. On this website, employees are able to find information on

To check out the articles and news on the Guidance Resources website, or to contact a Guidance Expert, log on to:

www.guidanceresources.com

- Health and Wellness
- Family and Relationships
- Work and Education
- Money and Investments
- Law and Regulations
- Consumer and Leisure

Click on "First Time User" and create your user id and password

(Company/Organization ID is: FEDSOURCE)

Employees seeking advice can email or call a Guidance Expert with questions they may have.

