



Commander Navy Region Hawaii Human Resources Office Course Announcement

Course:	THRIFT SAVINGS PLAN BRIEFING FOR EMPLOYEES
Target Audience:	All new Federal employees who are eligible to participate in the Thrift Savings Plan or have not attended any Retirement or TSP Training in recent years. Spouses are invited to attend at no additional charge, if space is available.
Length:	Half Day (7:30 a.m. To 11:30 a.m.)
Date(s):	14 August 2013
Location:	To Be Determined (<i>Insert in SF-182, Section B, Block 1b</i>)
Cost:	\$55
Course Description:	<p>This four-hour course provides an explanation of the operation and advantages of the Federal Thrift Savings Plan System to ensure Federal employees maximize what they can receive in the future. Topics include:</p> <ul style="list-style-type: none">• Impact of outstanding loans and in-service withdrawals• The four TSP withdrawal options including advantages and disadvantages of each option• Partial and full withdrawal process and taxation of withdrawals• Spousal entitlements and beneficiary forms• Investment characteristics of the five TSP funds and the new Lifecycle funds• Increased flexibility offered by the new TSP computer system enhancements• Income Tax laws <p>Retirees will be encouraged to continue to appropriately manage their accounts in retirement. This seminar includes the recent changes to the TSP that took effect April 2008.</p>
Nomination Process:	Register at http://www.elumtsden.com/calendar.asp?month=8&year=2012&creid=8%2F15%2F2012 to guarantee a seat. FAX, scan and e-mail or mail a copy of the approved and properly executed SF-182 to the Federal Benefits Services, LLC REGISTRAR by the nomination deadline. <i>Questions should be addressed directly to the REGISTRAR. Confirmation letters will be sent by e-mail. Please provide Point of Contact's name, phone number and e-mail address. (<i>Insert in SF-182, Section B, Block 18</i>)</i>
Nomination Deadline:	15 July 2013
Vendor:	Federal Benefits Services, LLC, 5565 Fishers Ferry Rd., Gold Hill, OR 97525 (<i>Insert in SF-182, Section B, Block 1a</i>)

Payment Method:

DOD activities are required to use the government purchase card to pay the vendor. The cardholder is responsible for providing the necessary purchase card information to the vendor. DOD activities are to include in *Section B, Block 19, of the SF-182* the statement **“Payment by government purchase card,” the cardholder’s name, card number, expiration date, and phone number of the cardholder.** Purchase card issues should be discussed with the vendor at (541) 944-9494. *Registrations will not be accepted without the purchase card payment information.*

A non-DOD organization/agency, in accordance with agency policy and procedures, may pay by credit card or by another arrangement as discussed with the vendor. If by credit card, the cardholder must include the same cardholder information. *(Insert in SF-182, Section B, Block 19)*

CANCELLATIONS WITHOUT FULL CHARGE TO THE NOMINATING ORGANIZATION WILL BE ACCEPTED ONLY UP TO 30 DAYS BEFORE THE COURSE START DATE.

For Further Information:

Federal Benefits Services
REGISTRAR: Elaine Lumsden
Telephone: (541) 944-9494, FAX (541) 855-1873
E-mail Address: elaine@elumsden.com

Course Manager: Val Nomura, HRO CNRH
Telephone: (808) 471-1722

SAID Code:

87000 *(Insert in SF-182, Section B, Block 19)*

For further information concerning selection, payments, and cancellation procedures, see https://www.cnic.navy.mil/navycni/groups/public/documents/document/cnicp_a129357.pdf