Commander Navy Region Hawaii
Human Resources Office
Course Announcement

Course: **PRE-RETIREMENT PLANNING (CSRS)**

Target Audience: Federal employees covered by the Civil Service Retirement System (CSRS) who are within 10 years of retirement. Spouses are welcome to attend at no charge, if spaces are available.

Length: **6 Hours of Training** *(8:00 a.m. To 3:00 p.m., includes 1 hr. lunch)*

Date(s): **18 April 2013**

Location: Personnel Support Detachment (PSD), Room 143,
4827 Bougainville Drive, Honolulu, HI 96818
(Insert in SF-182, Section B, Block 1b)

Cost: **$70**

Course Description: This is a pre-retirement course for CSRS and CSRS Offset employees. It covers:

- Determining retirement eligibility
- Computing retirement benefits (including how the transition from COLA to locality affects retirement benefit)
- Making Deposits for civilian and military service
- Calculating how sick leave converts to retirement credit
- Calculating survivor benefits and factors to consider
- Understanding minimum requirements to carry Federal Employee Health Benefits into retirement
- Calculating current coverage under the Federal Employees Group Life Insurance program and election options at retirement
- How receiving a Federal retirement affects Social Security Benefits (Government Pension Offset and Windfall Elimination Provision)
- Calculating a disability retirement benefit
- Calculating death benefits if you die as an employee
- Post-retirement withdrawal options under the Thrift Savings Plan

- Instructor Information: Lisa Ota worked for the Department of Navy in Human Resources for 30 years and has more than 18 years of service as a retirement counselor and benefits specialist. She is experienced in developing and presenting pre-retirement and new employee benefit courses.

Nomination Process: Register online at: http://csrs18apr2012.eventbrite.com
Questions should be addressed directly to Wakelight Technologies, Inc.

Nomination Deadline: **18 March 2013**

Vendor: Wakelight Technologies, Inc., 155 Kapalulu Place, Ste. 109, Honolulu, HI 96819 *(Insert in SF-182, Section B, Block 1a)*

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 (808) 836-9253. *Registrations will not be accepted without the purchase card payment information.*

Payment will be processed at time of registration. Advance payment required.

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:

Wakelight Technologies, Inc.
REGISTRAR: Jane Wegner
Telephone: (808) 836-9253, FAX (808) 836-9250
E-mail Address: jwegner@wakelight.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