



**IDAHO NATIONAL GUARD  
JOINT FORCE HEADQUARTERS**  
4794 GEN MANNING AVE, Bldg 442  
Boise, Idaho 83705-8112



JFHQ-ID/J1HR

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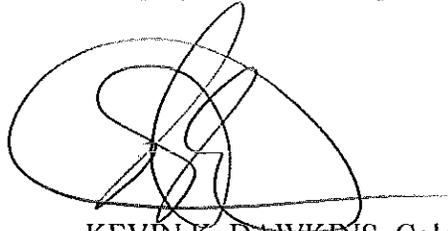
MEMORANDUM FOR: All Idaho National Guard Technician Employees

SUBJECT: HRO Policy 13-002, New Military Deposit Policy

1. The Office of Personnel Management (OPM) and Defense Finance and Accounting Service (DFAS) have implemented an immediate change in the procedures involving payment of military service deposits. Employees who are anticipating retirement in the near future who have unpaid military service deposits need to be aware of this change in procedure which may impact their ability to pay the military service deposits at retirement.
2. In the past, employees who were retiring were allowed to make a payment for military service even after the date of separation, up to the date that their retirement was finalized. Recently OPM directed that payment of military service deposits after the date of separation may only be made in cases of administrative error; therefore, military service deposits must now be paid in full prior to the date of separation or retirement.
3. Technicians should allow at least 120 days of processing time for Military Service Deposits from the date the employee requests their estimate earnings until the date the lump sum payment is posted at DFAS. The timeframe is largely dependent upon volume of requests and could be longer depending on number of cases in process at a given time. Employees who are anticipating retirement in the next six months and who to pay their military service deposit should initiate the process immediately.
4. The Army Benefits Center-Civilian (ABC-C) has directed that requests by Army and Air National Guard Technicians who do not have a large window of opportunity to pay their deposits due to retiring immediately following a re-deployment, will be worked on a case by case basis as an exception.
5. Questions on military service deposits and the process for initiating the payment process may be directed to the ABC-C at (877) 276-9287 between the hours of 0600 and 1800 Central Time to speak with a retirement counselor. Instructions for initiating the military service deposit procedures are also available on the ABC-C website at <https://www.abc.army.mil>.

Subject: NEW MILITARY DEPOSIT POLICY

6. Additional questions can be directed to the Mrs. Gayle Hinrichs, Supv HR Specialist, at (208) 272-4210 or 1Lt Jerad Johnson, Employee Relations Specialist at (208) 272-4224.

A handwritten signature in black ink, appearing to read 'K. Dawkins', with a large, stylized flourish that loops back to the start of the signature.

KEVIN K. DAWKINS, Colonel, IDANG

Human Resource Officer