



---

# Army NAF Employee Benefits Program

October 2012

---

***Our mission is to provide Soldiers, Civilians and their Families with a quality of life commensurate with the quality of their service.***

*We are the Army's Home*



# Army NAF Benefits Program



## Agenda

- Army NAF Retirement Plan
- 401(k) Employee Savings Plan
- Army NAF Group Life Insurance Plan
- DoD NAF Employee Health Benefit Plan
- Long Term Care (LTC) Insurance Program
- Flexible Spending Accounts (FSAs)
- NAF Employee Web Access
- Other Issues
- Summary
- Questions and Answers (Q & A)



# Army NAF Retirement Plan



# Army NAF Retirement Plan



## Eligibility

- All regular Army NAF employees working in one of the 50 United States, the District of Columbia or Puerto Rico. If working overseas, you must be a U.S. citizen or the spouse or child of a U.S. citizen on the US Dollar Payroll.
- Employees eligible for Portability of Benefits through P.L. 101-508, 104-106, or 107-107.
- Effective 1/1/2001, mandatory for new hires for first 6 months of employment.





# Army NAF Retirement Plan



## Participation

- Begins with your entry on duty. Participation is mandatory for first six months of employment. Employee contribution is 2% of basic pay.
- May stop participation at anytime after six months, but
  - No creditable service when not enrolled
  - Cannot withdraw contributions until separated





# Army NAF Retirement Plan

---



## Vesting

- Contribute to the Plan for 5 years
- Means entitled to annuity as early as age 52 (reduced) upon retirement
- Means must provide spousal benefits (if married) unless spouse waives rights at retirement



# Army NAF Retirement Plan



## Types of Retirement

- Normal Retirement
  - Age 62 with 5 or more years participation
  - Age 55 with 30 years participation
  - Age 60 with 20 years participation
- Deferred Retirement
  - Age 52 with at least 5 years participation (reduced)
  - Age 62 with at least 5 years participation (unreduced)





# Army NAF Retirement Plan



## Types of Retirement (con't)

- Early Retirement (Reduced)
  - Age 52 with at least 5 years participation
  - Age 50 with at least 20 years participation
  - Reduction is 4% per year for < age 62
  - (Age 52: 4% x 10 years = 40% reduction)
- Disability Retirement
  - Only source of Army NAF income besides sick leave
  - If participated before 1/1/09 and permanently disabled, attained the age of 52 with 12 or more months of service immediately preceding retirement. After 1/1/09, must have completed 5 years of creditable service.
  - Unreduced for age





# Army NAF Retirement Plan



## Creditable Service

- Creditable service has three purposes
  - Vesting
  - Eligibility
  - Annuity Calculation
- Creditable service for retirement includes
  - Active service during which contributions were made into the Retirement Plan
  - Purchased military service credit
  - Refunded service
  - Service as a GS employee, provided there is a valid portability election to remain in NAF Retirement



# Army NAF Retirement Plan

---



## Creditable Service (con't)

- Service as a GS employee
  - May be creditable in the NAF Retirement System only if the employee has elected to remain in the NAF Retirement Plan under the Portability legislation



# Army NAF Retirement Plan

---



## Refunds

- Separate from employment or become ineligible to participate
- Employee contributions plus 3% interest compounded annually



# Army NAF Retirement Plan



## Buybacks

- Upon re-employment, allowed up to 2 years to return prior contributions plus 3% compounded interest annually.
- Re-deposits occurring after 2 years of re-hire, will require 8% interest compounded annually. Contact EBB for projection.
- Redeposit of contributions is not mandatory to receive credit for service. If no buyback, receive credited service, but actuarial reduction applies.



# Army NAF Retirement Plan



## Military Service Credit

- Purchase up to 5 years honorable military service not previously credited under another retirement system.
- Deposit 7% base military pay for period producing lowest amount.
- No interest if purchased within two years of employment. Annual interest of 8% charged after two years.
- Extended payment plan is available.
- Complete application at [www.NAFbenefits.com](http://www.NAFbenefits.com).





# Army NAF Retirement Plan



## Retirement Computation Factors

- Hi-3 years average annual salary (36 consecutive months)
- Years and months of participation in the plan
- Military Service (up to 5 years)
- Accumulated sick leave balance
- Age
- Add Supplemental Early Retirement Benefit (SERB)





# Army NAF Retirement Plan



## How Your Annuity is Calculated (con't)

- Calculation
  - 1.2% times Hi-3 times service up to 15 years
  - 1.6% times Hi-3 times service over 15 years
  - Supplemental early retirement benefit (SERB) maximum is \$400 a month based on Hi-3 and years of creditable service.
  - SERB stops at age 62.



# Army NAF Retirement Plan



## Hi-3 Salary Replacement Percentage

Years of Participation	Salary Replacement %
5	6%
10	12%
15	18%
20	26%
25	34%
30	42%
35	50%
40	58%
45	66%
50	74%



# Army NAF Retirement Plan



## Age 62 Monthly/Yearly Annuity

Salary ▶ Replacement	5 Yrs 6%	20 Yrs 26%	25 Yrs 34%	30 Yrs 42%
<b>\$20K</b>	<b>\$100/\$1200</b>	<b>\$433/\$5196</b>	<b>\$566/\$6792</b>	<b>\$700/\$8400</b>
<b>\$30K</b>	<b>\$150/\$1800</b>	<b>\$650/\$7800</b>	<b>\$850/\$10200</b>	<b>\$1050/\$12600</b>
<b>\$40K</b>	<b>\$200/\$2400</b>	<b>\$867/\$10404</b>	<b>\$1133/\$13596</b>	<b>\$1400/\$16800</b>
<b>\$50K</b>	<b>\$260/\$3120</b>	<b>\$1123/\$13476</b>	<b>\$1467/\$17604</b>	<b>\$1810/\$21720</b>
<b>\$60K</b>	<b>\$322/\$3864</b>	<b>\$1390/\$16680</b>	<b>\$1812/\$21744</b>	<b>\$2235/\$26820</b>
<b>\$70K</b>	<b>\$385/\$4620</b>	<b>\$1657/\$19884</b>	<b>\$2158/\$25896</b>	<b>\$2660/\$31920</b>



# Army NAF Retirement Plan



## Post Retirement Benefit

- Annual Cost of Living Increases for Retirees
  - COLA maybe awarded each year in April annuity checks based on the Consumer Price Index for clerical workers.
  - Same as social security, but capped at 4% per year.
- There is no Social Security offset in our Retirement Plan
  - You draw full Social Security when eligible without reduction in your retirement annuity.





# Army NAF Retirement Plan



## Determining Your Own Annuity

- Request a projection from your Human Resources Office (HRO) or run your own retirement projection using the Employee Self Service Module,
- Request a projection from NAF Benefits Office in writing.
  - Email [kimberli.j.henderson.naf@mail.mil](mailto:kimberli.j.henderson.naf@mail.mil)
  - Include full name, SSN, estimated Hi-3 and date of retirement



# Army NAF Retirement Plan



## Survivor Benefit

- Benefits for Survivors
  - If you are married, your spouse is entitled, by law, to a benefit of at least 55% of the retiree's benefit (must be married one year).
  - Employee must elect either the 100% continuation or 55% continuation option at retirement, unless spouse signs a written agreement to waive rights to survivor benefits.
  - If you are not married, you may designate another survivor under the 100% or five or ten year certain options.

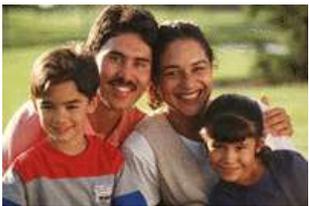


# Army NAF Retirement Plan



## Survivor Benefits (con't)

- Non-vested participants surviving spouse or children will receive employee contributions and interest only.
- Retirement election is irrevocable.
- Upon notification of your death
  - John Hancock converts your retirement account to the survivor benefit option you chose at retirement and commences payment to your beneficiary, or disburses the remaining retirement benefit to your beneficiaries.





# 401(k) Employee Savings Plan

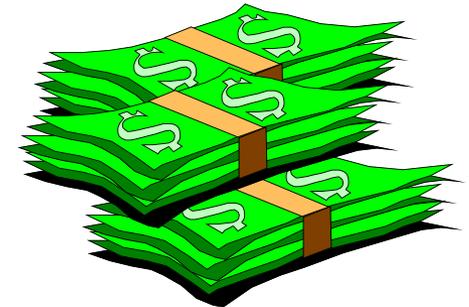


# 401(k) Employee Savings Plan



## 401(k) What Does It Mean?

- Name comes from the Internal Revenue Code, Section 401(k)
- Federal Laws (IRS) govern 401(k) plans
- Reduces Taxable Income
- Savings Opportunity for all regular NAF employees
- Improves your financial security
- Employer gives you “free” money!





# 401(k) Employee Savings Plan



## What are the Rules?

- Voluntary enrollment open to all regular Army NAF employees.
- Minimum you may contribute is 1%.
- Maximum you may contribute is \$17,000 in 2012.
- If over age 50 you may contribute an additional \$5,500 in 2012.
- You must complete a DA 3473 for participation to begin.
- You must be willing to accept “free money” from your employer.



# 401(k) Employee Savings Plan

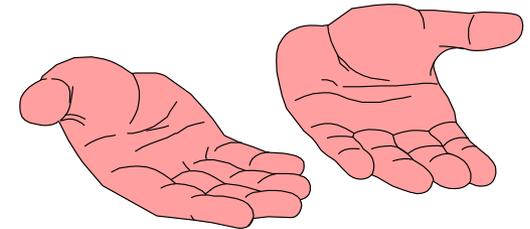


## Contributions

<u>Employee</u> <u>Def. %</u>	<u>Employer</u> <u>Match</u>
----------------------------------	---------------------------------

- 1%

1%



- 2%

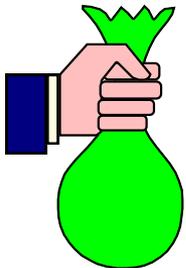
2%

- 3%

2.5%

- 4-92%

3%





# 401(k) Employee Savings Plan



## What Do You Mean by “Free Money”?

- If you contribute 4% of your salary and if that comes out to \$100, then your employer will give you \$75.00. All tax deferred!
- The money your employer gives you will be yours after you have worked in an Army NAF regular status position for 3 years (vested).
- If you don't join the Plan, then you won't get the “free money”!



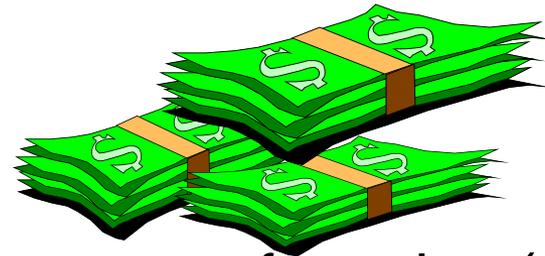


# 401(k) Employee Savings Plan



## How Does it Work?

- Contributions go directly to Fidelity Investments, Inc.
- Funds are invested in various funds selected by you.
- There are nine funds available in which you may invest.
- Fidelity sends you a quarterly statement of your account.
  - Your contributions
  - Employer contributions
  - Earnings
- You become vested after three years of service (not participation) – Point at which employer contributions become yours.
- Automatically vested at age 62; upon death, or if you become disabled.





# 401(k) Employee Savings Plan



## Flexible Plan Features

- Participation Changes
  - Change contribution as often as twice a quarter
  - Change your investment options quarterly
  - Suspend Participation at any time
- Leave Without Pay (LWOP) suspends participation automatically.





# 401(k) Employee Savings Plan



## How Do I Get My Money Back?

- Plan designed to distribute assets at Retirement Age (59 ½)
  - May defer receipt until age 70 ½
  - Paid in lump sum or
  - Roll-Over to another qualified account
- Termination of Employment
  - Defer Receipt
  - Rollover to another qualified plan
  - Take Lump Sum Payment (10% penalty)
  - No penalty after age 59 1/2
  - Diminimus accounts (<\$1,000) paid out automatically
- Death
  - Savings to designated beneficiary or spouse
  - Spouse can rollover (avoid penalty)



# 401(k) Employee Savings Plan



## Loan Program

- Borrow up to the lesser of
  - 1/2 vested value
  - \$50,000
- Take up to 5 years to repay (15 years, if the loan is for the purchase of a primary residence)
- Repay through payroll deduction
- Interest rate is Prime + 1% (Currently 4.25%)
- Modest loan origination fee subtracted from employee account
- Request loan privately over the phone
- Multiple loans now available  
(Two General & One Residential)



# 401(k) Employee Savings Plan



## Hardship Withdrawals - IRS Safe Harbor Rules

- Certain Medical Expenses
- Purchase of principal residence
- College Tuition
- Eviction or foreclosure from home
- Death of a Family Member
- Natural Disaster Relief (such as Katrina)



Must exhaust other distribution methods.  
Must drop out of 401(k) plan for 6 months.  
Must pay 10% penalty and all taxes due.



# Army NAF 401(k) Savings Plan



## What happens when you retire

- Several options are available
  - Defer Receipt & allow your account to grow.
    - No additional contributions
    - Must pay \$17 bookkeeping fee
    - Can still make investment elections
    - Cannot make use of loan program
    - Diminimus accounts (<\$1,000) will be automatically disbursed



# 401(k) Employee Savings Plan



## How to Contact Fidelity

Fidelity Investments

Plan # 90076

Call Toll Free

1-800-835-5093

Overseas AT&T Direct + 877-833-9900

Or

Net Benefits at

[www.NAFBenefits.com](http://www.NAFBenefits.com)





---

# Army NAF Group Life Insurance Plan



# Army NAF Group Life Insurance Plan



## Types

- Basic Life Insurance
  - Elect one or two times basic annual salary
  - Maximum Basic \$250,000
  - Cost is 14 cents per \$1,000 of coverage for employee and the same for the employer
- Optional Life Insurance
  - Employee Pays Full Premium
  - Maximum up to two times basic life insurance election, in multiples of \$10k, NTE \$500,000
  - Amounts over \$100K require Evidence of Insurability (EOI)





# Army NAF Group Life Insurance Plan



## Types (con't)

- Dependent Life Insurance
  - \$5,000 spouse and \$2,500 each dependent child
  - No cost to employee
  - Optional dependent life insurance available up to 5x amount. Employee pays all above 1x; \$1.25 ea.
- Accidental Death/Dismemberment
  - Double life insurance paid for accidental death
  - Dismemberment (full both hands, feet, one hand and one foot, both eyes, etc.); half for one hand, one foot, sight of one eye.
  - No cost to employee
- Living Benefit
  - Fifty percent of benefit paid to terminally ill employees
  - No additional cost



# Army NAF Group Life Insurance Plan



## At Retirement

- Free life insurance if you elect immediate annuity and participated for 5 year period immediately preceding retirement (Low 5); reduces 25% per year starting at 66 to minimum of 25% (Not eligible if you take Refund or Deferred Annuity).



# DoD NAF Employee Health Benefit Plan (DODHBP)



# DoD NAF Employee Health Benefit Plan



## Types

- DODHBP offered world-wide. HMOs are also available in some areas.
- DODHBP has three program elements, depending on where you live
  - Preferred Provider Organization (PPO)
  - Traditional Indemnity – Isolated Sites
  - Aetna International Indemnity - Overseas
- All have unlimited lifetime benefits, annual out-of-pocket limits, pharmacy, optical, hearing, mail order drug and optional dental. Some services require modest co-pay or co-insurance.

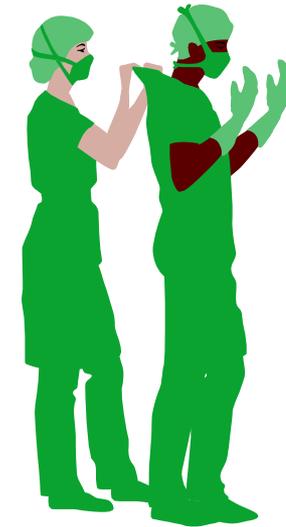


# DoD NAF Employee Health Benefit Plan



## Summary of Health Benefits

- Highlights
  - Routine Preventive Care
  - Specialist Services
  - Hospital In and Out Patient Care
  - Mental Health Care
  - Substance Abuse Treatment
  - Durable Equipment
  - Health Care Alternatives
  - Disease Management Program
  - Wellness Programs
  - Low Co-Pays & Deductibles
  - Low Maximum Annual Out-of-Pocket Limits
  - Prescription Drugs





# DoD NAF Employee Health Benefit Plan



## Summary of Health Benefits

- Dental Coverage
  - Annual maximum benefit \$2,500.
  - Separate \$100 deductible per person
  - Preventative services at 100%
  - Basic care at 80%
  - Restorative care 50%
  - Oral Surgery 80%
  - Orthodontia \$2,000 lifetime max per person at 50%





# DoD NAF Employee Health Benefit Plan



## Stand Alone Dental Program

- Highlights
  - 100% Employee Pay
  - Does not qualify for PRM Benefit
  - Active employee only
  - Not covered under HIPAA for Plan changes



# DoD NAF Employee Health Benefit Plan



## Premiums

- Annual Premiums – NAF Employees
  - Rates Effective 1 January of Calendar Year
  - Deducted Bi-Weekly – Payroll Deduction
  - Employer portion – Charged to NAFI
- Annual Premiums – Retirees
  - Rates Effective 1 January of Calendar Year
    - NAF Retirees – Same as Active – Only Monthly
    - Portability – Determined by OPM



# DoD NAF Employee Health Benefit Plan



## DODHBP 2012 Premiums

	30% Employee	70% Employer
Single Medical no Dental	\$ 68.96	\$ 160.90
Single Dental Only	\$ 17.98	-----
Single Medical w/ Dental	\$ 73.04	\$ 170.08
Family Medical no Dental	\$160.44	\$ 374.35
Family Dental Only	\$ 42.52	-----
Family Medical w/ Dental	\$170.08	\$ 396.85

Your medical premiums are paid with pre-tax dollars under Section 125 of the Internal Revenue Code

\*\*\*\*\*2012 premium increase - 8%\*\*\*\*\*



# DoD NAF Employee Health Benefit Plan



## Health Care Reform Legislation

- Mandates for 2012
  - Cover Preventive Care at 100%
  - Remove pre-existing condition exclusions
  - Add dependents up to age 26
  - Remove Annual dollar limits on claims
  - Remove Life-Time dollar limits on claims
  - Protection against cancellation
  - Establish an appeals process
  - Requires 85% of premiums go to paying for care
  - Allow choice of physicians within network
  - Prohibit requirement for pre-cert for ob-gyn visits and emergency care.
- **DODHBP currently meets all these requirements.**



# DoD NAF Employee Health Benefit Plan



## DODHBP 2013 Premiums

	30% Employee	70% Employer
Single Medical no Dental	\$ 69.65	\$ 162.51
Single Dental Only	\$ 17.98	-----
Single Medical w/ Dental	\$ 74.01	\$ 172.70
Family Medical no Dental	\$162.04	\$ 378.10
Family Dental Only	\$ 42.52	-----
Family Medical w/ Dental	\$172.36	\$ 402.17

Your medical premiums are paid with pre-tax dollars under Section 125 of the Internal Revenue Code

\*\*\*\*\*2013 premium increase - 1%\*\*\*\*\*



# DoD NAF Employee Health Benefit Plan



## At Retirement

- Employer pays 70% of retiree medical premium if elect immediate annuity and participated in the Army NAF Medical Program or DODHBP for 15 years, and you are enrolled in the DODHBP on the day prior to retirement (Not eligible if you take Refund or Deferred Annuity).
- After Age 65 – Coordinated Benefit
  - Retired employee – Medicare Primary Payer
  - Note: If an Active employee after age 65 – Medicare is Secondary Payer



# DoD NAF Employee Health Benefit Plan



## Aetna Navigator - Interactive Web Site

- 24/7 Access to your account (must register first). Just click on the Aetna Navigator link in NAFBenefits.com
- Review eligibility for you and your dependents
- View claim status of medical and dental claims
- View Explanation of Benefits (EOBs) for settled claims
- View a summary of the plan benefits
- Access Aetna Pharmacy Formulary Guide
- Request Member ID cards
- Instant Medical ID Cards/Eligibility Verification
  - If you need an ID Card before you receive one, new participants can go online and register for Aetna Navigator. This will allow you to print "Instant Member Eligibility" under "View Who is Covered?". The hospital should accept this in lieu of an ID card.



# DoD NAF Employee Health Benefit Plan



## Contacting Aetna

- [WWW.NAFBENEFITS.COM](http://WWW.NAFBENEFITS.COM)  
Click on Aetna Logo or Click on Aetna Navigator Logo
- [WWW.AETNA.COM](http://WWW.AETNA.COM)
- Call Member Services  
ATT Direct 1-800-367-6276
- Call NAF Employee Benefits Office  
ATT Direct + 855-872-7704 (new)



# Long Term Care (LTC) Insurance Program



# Long Term Care (LTC) Insurance Plan



## What is LTC and Why Do You Need Protection?

- LTC is skilled, intermediate and/or custodial care provided to individuals who are unable to care for themselves, including, in either an institutional or home based setting.
- 1 in 2 women and 1 in 3 men will require LTC
- LTC care is expensive – (\$100-\$400 per day).
- Health Insurance and Medicare don't cover LTC.
- LTC Insurance provides flexibility and control.

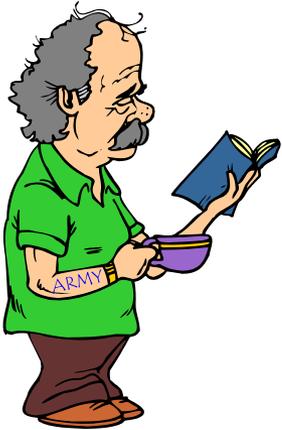


# Long Term Care (LTC) Insurance Plan



## Terms

- Eligibility
  - Regular full time and part time NAF employees (actively at work)
    - Within 31 days of hire (GI)
    - With evidence of insurability after 31 days
  - Employee Spouses and certified same-sex domestic partners
  - NAF Retirees and their spouses
  - Parents (and in-laws)
  - Grandparents (and in-laws)
- Plan highlights
  - Discounted group rates
  - Premiums do not increase with age
  - Your same benefits and rates may be continued if you terminate employment or retire





# Long Term Care (LTC) Insurance Plan



## Premiums

- Premiums are based on the plan and optional benefits selected
  - Daily Nursing Home Benefit
  - Lifetime Maximum
  - Upgrade Options
- Premiums are based on the person's age on the date coverage becomes effective.
- Premiums DO NOT increase due to age. Your rates are always based on your original age as of the coverage effective date.



# Long Term Care (LTC) Insurance Plan



## Example Biweekly Premiums

### \$100 per day Nursing Home Care

Age	3 Years				5 Years			
	Basic Plan	Inflation Upgrade	Community Care Upgrade	Inflation & Community Care Upgrade	Basic Plan	Inflation Upgrade	Community Care Upgrade	Inflation & Community Care Upgrade
25	\$2.20	\$6.59	\$2.94	\$8.82	\$2.61	\$7.82	\$3.60	\$10.80
30	\$2.68	\$7.98	\$3.72	\$11.06	\$3.38	\$10.05	\$4.82	\$14.35
35	\$3.35	\$9.72	\$4.72	\$13.70	\$4.35	\$12.62	\$6.32	\$18.34
40	\$4.49	\$12.28	\$6.36	\$17.37	\$5.97	\$16.30	\$8.71	\$23.78
45	\$5.93	\$15.17	\$8.30	\$21.23	\$7.97	\$20.38	\$11.50	\$29.41
50	\$8.03	\$19.39	\$11.01	\$26.58	\$10.88	\$26.27	\$15.37	\$37.11
55	\$12.17	\$27.13	\$16.16	\$36.03	\$16.46	\$36.68	\$22.53	\$50.22

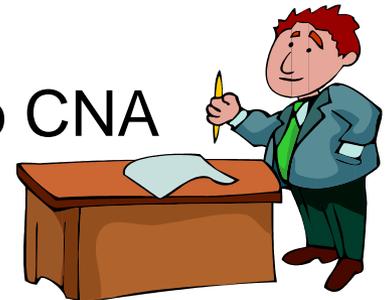


# Long Term Care (LTC) Insurance Plan



## Enrollment

- You may obtain an enrollment kit from your personnel office or by calling CNA toll free at 1-877-777-9072 (OCONUS use ATT Direct Access)
- Employees are Guaranteed Issue within 31 days of hire. Thereafter, employees may enroll by completing the Short Form Application, which includes basic medical questions.
- Retirees and their spouses, Parents and Grandparents complete a separate Long Form Application.
- All applications should be returned directly to CNA using the envelope in your enrollment kit.





# Long Term Care (LTC) Insurance Plan



## For Assistance



- Call CNA Group Long Term Care Customer Service, toll free, at 1-877-777-9072 to speak to a group long term care Customer Service Representative (Mon – Fri, 8:00 – 6:00 EST).
  - Inquire about qualifying for benefits
  - Assistance with selecting a care facility
  - General Information or billing questions





# Flexible Spending Accounts (FSAs)



# Flexible Spending Accounts (FSAs)



## Overview—What is an FSA?

- An FSA account allows you to pay for qualified health and dependent care expenses with your before-tax income.
- Using an FSA is like getting a discount on certain expenses. It's not that your expenses are less, it's that you can pay them with your before-tax income.
- Two types of FSAs
  - Health FSA (HFSA)
  - Dependent Care FSA (DFSA)
- Administered by Aetna
- New Plan Year starts 1 January 2013 for CY 2013.
- All regular full time and part time NAF employees can enroll



# Flexible Spending Accounts (FSAs)



## How it works

- You set aside a part of your before-tax pay into a spending account. Your contributions are taken out of your paycheck through bi-weekly payroll deductions.
- You can use your spending account throughout the year to reimburse yourself.
- The amount available to spend during the year is based on the yearly amount you elected, minus any amount already paid.
- FSA dollars are “use it or lose it” funds.



# Flexible Spending Accounts (FSAs)



## Health Spending Account (HFSA) Basics

- You can set aside a minimum of \$200 up to \$2,500 per year for CY 13 in a Health Care FSA to reimburse eligible medical, dental, and vision expenses that aren't covered by your medical plan (including copays, coinsurance, deductibles and eligible over-the-counter items).
- Expenses need to be incurred during the January 1 through December 31 Plan Year.
- You must file your claim for reimbursement by February 15 of the following year for eligible expenses incurred during the Plan Year.



# Flexible Spending Accounts (FSAs)

## Dependent Spending Account (DFSA) Basics

- The minimum that you can set aside for the DFSA is \$200 per year.
- The IRS limits the amount you can put into a Dependent Care FSA up to
  - \$5,000 per year, if you are married and filing a joint return, or if you are a single parent\*
  - \$2,500 per year, if you are married and filing separately
- Use the calculator tool on [www.aetnafsa.com](http://www.aetnafsa.com) to help you estimate your expenses.
- FSA dollars are “use-it-or-lose-it” funds



# Flexible Spending Accounts (FSAs)

## Dependent Spending Account (DFSA) Basics

- Expenses need to be incurred during the January 1 through December 31 Plan Year. You must file your claims for reimbursement by February 15 of the following year.
  - Contributions must be in your DFSA before you can be reimbursed.
  - A qualified individual includes your dependent child under the age of 13, your spouse, or other tax dependent who is physically or mentally incapable of caring for themselves and lives with you.
- \* Only the custodial parent may participate



# Flexible Spending Accounts (FSAs)



## FSA Plan Assistance

- Aetna Voice  
1-800-416-7053  
24/7 access to recent account activity, Advantage balances, and Customer Service during daily operating hours
- Email Customer Service  
Send questions directly to FSA Customer Service through Aetna Navigator
- Direct Deposit  
Members may receive reimbursement directly back into their bank account



# NAF Employee Web Access



# NAF Employee Web Access



## Benefits On-Line

- Your Human Resources Office currently has access to the Benefits System through Benefits On-Line. All your Benefit transactions are now done on-line, directly into the Benefits System.
- Now you have direct access to your benefits account.
- Link at [www.NAFBenefits.com](http://www.NAFBenefits.com) to Employee Benefits On-Line
  - You may access your record by establishing a new User ID and PIN.



# NAF Employee Web Access



## Benefits On-Line (con't)

- You can view your record in the Benefits System including current elections, demographic information, dependent information and beneficiary information.
  - You can request and instantly receive a Retirement Projection.
  - You can submit a service request to your servicing Human Resource Office or the NAF Employee Benefits Office.
- 
- In the future, you will be able to make open season benefit elections, and update your record.



---

# Other Issues



# Other Issues



## HR Specific

- BRAC
- VERA/VSIP
- Severance Pay



---

# Summary



# Summary



## Open Season 2012

- We will conduct a full open season this year from 5 - 30 November.
- You may
  - Make any change you want to your health insurance
  - Add your dependent children onto your health insurance coverage up to age 26.
  - Add a certified same-sex domestic partner onto your health insurance
  - Make any change you want to your life insurance, except optional coverage over \$100k
  - Make an FSA election
- You may not enroll in LTC without Evidence of Insurability.



# Summary



## Enrolling in the Benefit Plans

- Retirement Plans have no enrollment restrictions.
  - You may enroll in any of the Retirement plans during in-processing or within your first 31 days from your hire date.
  - You are automatically enrolled in the Retirement Plan when you in-process (if you were hired since Jan 2001).
- Insured Plans have restrictions on enrollment after your first 31 days of hire.
  - You may obtain or change your level of coverage within 31 days of a “life event,” such as marriage, birth, loss of coverage, etc.



# Summary

---



## Enrolling in the Benefit Plans (con't)

- You may enroll in the Life Insurance Plan during Open Season.
- You may enroll in Life Insurance and LTC Plan at any time, but evidence of insurability is required.
- You may enroll in the LTC Plan only with evidence of insurability.
- You may only make an FSA election annually during the open enrollment period in November for the following calendar year.



# Summary

## What You Must Do For Yourself!

- Your employer provides you with a comprehensive and generous Benefits Package.
- But you have a responsibility to your employer and to yourself and your family.
  - You must enroll in the plans to take advantage of them.
  - You must check your LES for premiums and retirement/401(k) contributions and proper plan elections.
  - You should periodically check the NAF Benefits website for updated information [www.NAFbenefits.com](http://www.NAFbenefits.com).



# Summary



## What You Must Do For Yourself! (con't)

- You should watch for employee benefits mail in your mailbox. Read it! Don't throw it away!
- You should keep your demographic information and beneficiaries up to date.
- You must notify your HRO of any new dependents or loss of health coverage within 31 days of the event.



# Summary



## Tips for Retirees

- Keep your address and beneficiary designations up to date.
- Keep your beneficiaries informed of the benefits due them upon your death. At least tell them how to contact us.
- Keep in mind your Supplemental Early Retirement Benefit (SERB) will expire when you reach age 62 and become eligible for Social Security benefits.
- You must sign up for Medicare Part B when you are eligible at age 65.
- You must start withdrawing money from your 401(k) by age 70 ½ in accordance with IRS MRD formula.



# Q&A