



DEFENSE FINANCE AND ACCOUNTING SERVICE
ARLINGTON
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AUG 15 2006

DFAS-DOP

MEMORANDUM FOR DIRECTOR, ACCOUNTING AND FINANCE POLICY AND
ANALYSIS (OUSDC)
DEFENSE FINANCE AND ACCOUNTING SERVICE, OFFICE OF
GENERAL COUNSEL-DENVER SITE (ATTN: LINDA ETTER)
DIRECTOR, DEFENSE FINANCE AND ACCOUNTING SERVICE
CIVILIAN PAY OPERATIONS, (PC/PE)

SUBJECT: Interim Change to the DoDFMR, Volume 8, Chapter 9,
Updates the Use of myPay for Obtaining a Leave and
Earnings Statement (LES) (DFAS Item 08-A1)

Attached is Interim Change 05-CP1 to Chapter 9 of the
Department of Defense Financial Management Regulation (DoDFMR),
Volume 8. It is effective immediately. This is a routine change
in policy that was previously coordinated and disseminated. This
change adds the use of myPay for accessing the Leave and Earnings
Statement. Assignment of the interim change number is your
authority to initiate a procedural modification to implement this
change immediately.

A handwritten signature in black ink, appearing to read "Lydia Moschkin".

Lydia Moschkin
Director for Policy and
Management Requirements

Attachment:
As stated

cc: DUSD (CPP)
National Security Agency (Attn: Laneita Kisamore)
Dept of Energy (Attn: Jerry Odegard)
Dept of Health & Human Services (Attn: Jim Martin)
Service Liaisons

UPDATE TO LES REPORT

1. Revise paragraph 090203.A to read as follows:

090203. Biweekly Reports.

A. LES. A Leave and Earnings Statement (LES) shall show gross pay, current earnings, deductions, and net pay for the current pay period and cumulative totals for the current year. The LES will reflect the accrued and used leave balances for the pay period and year-to-date values. The LES shall be made available to employees through accessing myPay, or mailed to the employee's nonwork address every pay period.