



NEWS RELEASE

DEFENSE FINANCE AND ACCOUNTING SERVICE
8899 East 56th Street
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DoD civilian employees encouraged to 'go digital'

Indianapolis (Feb. 4, 2011) – Every two weeks about 275,000 federal civilian employees within the Department of Defense receive their pay account statements in the mail. The envelopes arrive up to a week after these same employees may have already accessed the same information online via the Defense Finance and Accounting Service's **myPay** online account management system.

Annually, employees who do not choose to receive digital-only statements drain approximately \$2.6 million from defense funds that can be put to use elsewhere in support of America's military men and women.

"Mailing costs for DFAS are passed onto the services and Defense agencies," said Rick Davis, acting director of DFAS Standards and Compliance. "In very real terms, each **myPay** user who opts out of receiving hardcopy pay and tax statements makes money available for those services and agencies to use in direct support of the uniformed warfighters, whether that support be in development of better equipment, services for families and military members, or any number of other uses they need during times of war or peace."

Davis also remarked that mail delivery, while necessary for some DFAS customers, increases an individual's vulnerability to identity theft should their statements be misrouted or lost.

Any **myPay** user can change their delivery methods with ease using the following steps:

1. Access your **myPay** account.
2. Locate **Pay Changes**. Select "**Turn on/off Hard Copy of LES.**"
3. The screen will display your current delivery method.
4. Select "**Yes**" to choose **Electronic Only Delivery**.
5. Log off of **mypay**.

The same method can also be used to ensure electronic-only delivery of tax statements. **myPay** account holders can use steps 2 (**Taxes – "Turn Off Hard Copy of W2"**) through 5 to ensure their tax statements are only available within the system's secure environment. Changes take effect immediately and pay or tax statements will only be available online thereafter.

"Some could view this as a patriotic gesture while others may see it as just being practical," Davis said. "Whatever the reason, I encourage all of our users, including all DoD employees we pay, to make the change. What may be a few cents to each individual becomes a much larger amount of dollars we can save for our military and ultimately ourselves."

The **myPay** system is available 24 hours a day, 7 days a week at <https://mypay.dfas.mil/mypay.aspx>. A number of customer service options are located via the Contact Us link on the home page.

Media Points of Contact

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About DFAS

The Defense Finance and Accounting Service provides responsive, professional finance and accounting services to the men and women who defend America. DFAS pays about 6.4 million people and in FY 2010 made 8.1 million travel payments, paid 11.4 million commercial invoices, made \$578 billion in disbursements to pay recipients, and managed \$487.9 billion in military retirement and health benefits funds. For more about DFAS visit <http://www.dfas.mil>.