

Fort Knox Finance Newsletter

Hours of Operation:

Mon-Fri – 0800-1600
Open during Lunch Hours

Daily Briefings

Separations: @10:30 Retirements: @11:30
In-Processing: Mon-Fri @ 0800
*Check daily schedule posted in Bldg 1384 @ Finance Office
*All briefings are held in the Briefing Room, in the basement of the One-Stop Building and they must be in uniform.

Office Hours for Submitting UTL's:

Customer Service Supervisor, (502) 624-8604
Mon-Fri – 0800-1200

All documents must be submitted on a Unit Transmittal Letter (UTL) and have the Input Source (IS) code in the upper right corner.

No TL's accepted on end of month military paydays so we can assist any "No Pay" due Soldiers.

Friendly Reminder: Office Closure

DMP0: Sunday May 8 2016 Mother's Day
Memorial Day is on 30 May 2016 the office will be closed.
The office will re-open on 31 May 2016 at 0800

In Dedication without the Armed Forces of the United States of America, we would not have the freedom we enjoy today...for freedom is never "free." Please remember to take a moment out of your day to remember our servicemen and women who have made the ultimate sacrifice on Memorial Day.



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2016 Active Duty Pay Day

2016 Active Duty Pay Days, including days for mid-month notice of pay advisories (NPA) and end-of-month Leave and Earning Statements. NPA and LES are available through the [myPay](#) system:

Pay Period	Mid-month Pay Day	NPA Available	End-of-Month Pay Day	LES Available
January	Jan. 15	Jan. 8	Feb. 1	Jan. 22
February	Feb. 15	Feb. 5	Mar. 1	Feb 23
March	Mar. 15	Mar. 8	Apr. 1	Mar. 25
April	Apr. 15	Apr. 8	Apr. 29	Apr. 22
May	May 13	May 6	May 31	May 25
June	Jun. 15	Jun. 8	Jul. 1	Jun. 24
July	Jul. 15	Jul. 8	Aug. 1	Jul. 22
August	Aug. 15	Aug. 5	Sep. 1	Aug. 25
September	Sep. 15	Sep. 8	Sep. 30	Sep. 23
October	Oct. 14	Oct. 7	Nov. 1	Oct. 25
November	Nov. 15	Nov. 8	Dec. 1	Nov. 22
December	Dec. 15	Dec. 8	Dec. 29	Dec. 23

(Updated Feb 16, 2016)

Information retrieved from DFAS Website

TSP Catch-Up Contributions

If you are age 50 or over or will become 50 this calendar year, you may be eligible to make additional contributions to TSP, called “catch-up contributions”.

- In order to be eligible, you must be planning to contribute the maximum deferral amount for the year. The maximum deferral amount includes deferred traditional contributions and Roth contributions.
- Catch-up contributions have their own annual maximum. The contribution limits may change each year and may be found at the [TSP website](http://www.tsp.gov). www.tsp.gov
- Catch-up contributions may be made as traditional or Roth contributions. Only basic pay may be contributed to TSP catch-up. Pay that is exempt for service in a combat zone may be contributed to Roth TSP catch-up but not to traditional TSP catch-up. Catch-up contributions, like regular contributions, **must be made through payroll deduction.**

S-1/PAC Training

S-1/PAC No PAC
Training in May

Please be sure and attend or
have a designated
representative join us.

End of Month Processing

Cut-off for EOM May
Processing, Active Duty is on
May 24 2016

DFAS "SmartDocs"

DFAS "SmartDocs" emails will be
sent from a new address,
DFAS-SmartDocs@mail.mil.

These emails contain important,
and sometimes vital, information
to help you manage your pay.
Make sure they aren't going to
your junk folder so you know when
your pay and tax statements are
available in your myPay account,
you stay up-to-date on recent
policy changes, or you know when
your attention is needed to update
a portion of your pay account
management choices.

Who can be secondary dependents?

Secondary (non-primary) dependents can include:

- **Parent, parent-in-law, step-parent, parent by adoption,** or any person who stood '**in-loco parentis**' (in the place of a parent) to you for at least five years prior to your emancipation.
- **Unmarried children ages 21 and 22** who are enrolled in an accredited institution of higher education on a full-time basis.
- **Ward of the court,** unmarried, and placed in the permanent legal physical custody of the member, or if not permanent custody for a period of at least 12 consecutive months.
- **Unmarried child over age 21 incapable of self-support** because of mental or physical incapacity that occurred while the child was considered a dependent of yours as a member or retired member, or is considered the dependent of a deceased member (while under age 21 or under age 23 and a full-time student).

To qualify as a secondary dependent, the individual's income, not including your contribution, must be less than one-half of the actual living expenses. The law requires the individual to be 'in fact' dependent on you, the service member. Your contribution must be more than one-half of the dependent's actual monthly living expenses. Documentation to prove living expenses and your contribution must ALWAYS be provided.

SPECIAL DUTY ASSIGNMENT PAY (SDAP)

SDAP is a monthly special pay that is used to induce enlisted members of the Army, Navy, Air Force, Marine Corps, or Coast Guard* to qualify for and serve in designated assignments or specialties where the duties are extremely difficult or involve an unusual degree of responsibility. The incentive serves to assist military manpower and personnel managers in meeting their distribution/assignment, and to a lesser extent retention, needs. SDAP is taxable and is payable in addition to all other pays and allowances.

Each of the military services designates SDAP-qualifying assignments and specialties and the associated SDAP pay level (see monthly rates at right). Some assignments (and the SDAP rate), such as those at the White House Communications

Agency, are designated by the Office of the Secretary of Defense (OSD) and apply DoD-wide.

*Only enlisted personnel can be paid SDAP and the rates for SDAP are listed below:

SDAP is broken into six levels with pay rates ranging from \$75 to \$450 per month. Each military service assigns a level of SDAP to specific duty specialties and assignments. The current special duty levels and monthly rates are:

Special Duty Level	Monthly Rate
SD-1	\$75.00
SD-2	\$150.00
SD-3	\$225.00
SD-4	\$300.00
SD-5	\$375.00
SD-6	\$450.00

References:

- a. Title 37, United States Code, Section 307
- b. Department of Defense Instruction 1304.27
- c. DoD Financial Management Regulation (DoDFMR, DoD 7000.14-R), Volume 7A, Chapter 8



Assignment Incentive Pay (AIP)

Assignment Incentive Military Pay is the military's preferred way to compensate troops from all services. Assignment Incentive Military Pay is often paid to service members for unusual assignment circumstances.

Those service members who have involuntarily extended their tours in Iraq and Kuwait combat zones receive an additional \$200 in hardship duty pay and another \$800 in assignment incentive pay for a total of an extra \$1000 a month. Those service members in certain skills who have served 12 months Iraq and Afghanistan and volunteer to agree to extend their tours receive this assignment incentive military pay.

They receive additional pay for extensions including \$900 per month for a 12 month extension, \$600 a month for a 6 month extension and \$300 a month for a three month extension. Service members with critical intelligence skills will receive up to \$1000 a month for each month's extension. Service members in other areas such as South Korea may also receive Assignment Incentive Military Pay for extensions of their tours.

The Assignment Incentive Military Pay Program has become extremely popular and is the military's preferred way to compensate troops from all of the services for certain unusual and extended assignments. The pay cap was increased to \$3000 a month Assignment Incentive Military Pay is taxable unless in a combat zone.



TSA Precheck Program for DoD Personnel

TSA Precheck is a voluntary, expedited security screening process offered at over 120 domestic airports that allows participants to keep on their shoes, belt, and light jacket, and leave laptops and 3-1-1 compliant liquids in their carry-on bags. The program is open at no cost to DoD civilians and Service members (including Reservists, National Guardsmen, members of the Coast Guard, and students at the U.S. Military Academy, the U.S. Naval Academy, the U.S. Coast Guard Academy, and the U.S. Air Force Academy).

In order to use dedicated TSA Precheck security lanes, participants must enter their DoD ID number as the “Known Traveler Number” when making official travel or leisure airline reservations.

To participate:

- **Locate your DoD ID number** (10-digit number found on the back of your Common Access Card). If you do not have a DoD ID number listed on your CAC, you can locate it by logging in to MilConnect (www.dmdc.osd.mil/milconnect) and clicking on the “My Profile” tab.
- **Opt-In to the program** (*applies to DoD civilians only*). Civilians need to log in to the MilConnect website (www.dmdc.osd.mil/milconnect), click on the "My Profile" tab and then select "Update and View My Profile.". Next, click on the "CIV" tab. In the Personnel Status information box, click on the "TSA Precheck Program" checkbox and scroll to the bottom of the page and click "submit". Service members already are eligible and do not need to opt in to the program.
- **Save your DoD ID Number in the “Known Traveler Number” field of your DTS profile.** To ensure your future airline reservations automatically include your DoD ID number, save it in your profile. For instructions, see **Using DTS:** [How to Enter your DoD ID Number and Update Your DTS Profile](#)
- **Ensure your DoD ID Number is included when making reservations.**

For official travel: If you saved your DoD ID number as part of your profile, it will automatically pre-populate. You may also participate by entering your DoD ID number in the “Known Traveler Number” field when prompted to verify your Secure Flight Information (name, DOB, gender) each time you make a reservation. If making a reservation through a Commercial Travel Office, provide your DoD ID number as the “Known Traveler Number” when asked to verify your Secure Flight Information.

For leisure travel: Enter your DoD ID number in the “Known Traveler Number” field when making reservations.

- **At the airport, look for dedicated TSA PreCheck security lanes.** The program is available at over 150 domestic airports. [Click here](#) for a complete list of participating airports.

Additional Information

Eligible Service members do not need to be on official travel or in uniform to take advantage of TSA Precheck. Family members ages 12 and under traveling with an eligible Service member or DoD civilian can process through expedited screening as well. However, family members 13 and older must go through regular security lines or may apply for TSA Trusted Traveler program (for a fee).

Boarding passes must have TSA Precheck eligibility information embedded in the barcode when scanned on the boarding pass scanner system in order to use the TSA Precheck security lanes. Your DoD ID number does not display on the boarding pass. Please be aware that not all airlines print a TSA Precheck approved indicator on the boarding pass. However, if travelers used their DoD ID number as the "Known Traveler Number," they may proceed to a dedicated Precheck security lane to check eligibility.

MILITARY PAY E-MESSAGE 16-015 ARMY

SUBJECT: Kyrgyzstan, Uzbekistan and Tajikistan CZTE

1. The purpose of this message is to inform all Defense Military Pay Offices (DMPOs), Finance Offices (FOs), Regional Readiness Commands (RRCs), U.S. Property & Fiscal Offices (USPFOs), and Commanders that CZTE only applies to Kyrgyzstan, Uzbekistan and Tajikistan when a Hostile Fire event has happened.
2. Imminent danger pay was terminated on May 31, 2014. The Direct Support CZTE designation for these countries was affected when the imminent danger pay was terminated. Per the DODFMR, 440103 B, section 5 members must also qualify for hostile fire or imminent danger pay under Chapter 10. The Imminent danger pay is no longer authorized which mean CZTE cannot be paid unless a Hostile Fire event happens in those locations.

ICE Surveys

ICE surveys are not always a favorite and can sometimes be cause for concern. It can be hard to hear criticism when we do our best to service our customers. While no one likes receiving negative feedback, ICE surveys are in fact an indispensable tool for the Defense Finance and Accounting Service (DFAS). DFAS is able to learn a lot from ICE surveys. They give the Defense Military Pay Offices (DMPOs) the opportunity to hear our customer's feedback (critical or positive) about our products, services and customer. The DMPOs will use this feedback to identify emerging trends, areas in need of improvements and areas of excellence and capitalize on those areas to ultimately provide better customer service.
