



**JOINT READINESS TRAINING CENTER AND FORT
POLK
CPAC, NON-APPROPRIATED FUND (NAF)**



*“ARMY CIVILIAN PERSONNEL PROFESSIONALS –
HELPING LEADERS MEET THE MISSION”*

**NAF NEWS BULLETIN
NUMBER 10**

OCTOBER 2011

HAPPY HALLOWEEN!

The 31st of October is celebrated as Halloween in many Western countries. No matter what your age, the last night of October is always one to look forward to celebrating. Halloween means kids running around in costumes, family and friends getting together and a chance talk with neighbors. What other holiday do you have an excuse to eat all the sugar you want and wear whatever you want? When we think of Halloween in America, many traditions are associated with the holiday. The most common tradition is dressing in Halloween costumes. Carving Jack-o-lanterns, witches and black cats have become mainstream images of Halloween too. Modern day Halloween has also brought some new traditions to the table as well as variations on old ones. Visiting haunted houses is a more modern tradition. The tradition of trick-or-treating, which infers that if someone is not satisfied with the treat you are likely to get a trick, has evolved into an activity for younger children accompanied by parents. The parents remember in the 1970s the rumors that poisoned Halloween candy was handed out. Today older children and adults are more likely to attend a costume party instead, where best costume prizes are awarded. Most parties are held in homes but bars and nightclubs also hold similar events. Halloween is one of the oldest and the second most popular only to Christmas in America. Millions celebrate the holiday each year without knowing its origins, which make the holiday that much more exciting. Some view Halloween as a time for fun, friends and family. Others still see its superstitious nature or ties to deceased. Some religions even view it as an unholy holiday. But whatever your view, you cannot deny the fascinating nature of the story of Halloween!



Control Your Pay With myPay!

<https://mypay.dfas.mil>

If an employee does not have a valid PIN to access myPay.dfas.mil, a new PIN may be requested at the above website. Select NEW PIN under NEED A NEW PIN option on the myPay homepage. The process will issue a new random temporary PIN number that will be mailed to the employee’s house via postal mail. After they receive their PIN number in the mail, they can then log on to the myPay website, create their personalized PIN number and print out copies of their Leave & Earnings Statements (LES) as well as their W-2’s come tax season. Remember that if the myPay website goes through an update and you’ve turned off your hard copy LES or if you change your address you must turn off the hard copy LES again.



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ABC-C available to NAF employees!

We are delighted to announce that Nonappropriated Fund (NAF) employees who are retaining retirement coverage under CSRS and FERS are now able to contact the Army Benefits Center - Civilian (ABC-C) via its toll-free number. Previously, the approximately 1,100 employees needed CPAC assistance in order to speak with an ABC-C counselor concerning retirement benefits.

Employees may call the ABC-C at 1-877-276-9287 and select option 4 on the phone menu. NAF employees will be able to speak with counselors concerning retirement and TSP benefits, request a retirement annuity estimate if within five years of retirement, etc. Benefits counselors are available Monday through Friday, from 6:00 a.m. to 6:00 p.m., Central Time. ABC-C counselors receive training one afternoon each month and are unavailable for those few hours. Messages pertaining to counselor availability or any issues concerning the telephone system will be posted on the ABC-C website at <https://www.abc.army.mil>. There is also a NAF link on the ABC-C's homepage under "What's Hot" which provides links to retirement forms, the NAF website and other pertinent NAF information.

We will continue to work towards bringing retirement knowledge and servicing convenience to the NAF employees retaining AF benefits!

Got a question for the NAF Staff, but you're not sure who to contact? Well, just email your question or concern to:

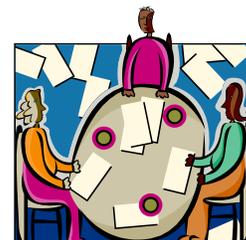
polk.nafcpac@conus.army.mil



WELCOME NAF NEW HIRES!

SEPTEMBER

Kris Weber, CYPA
 Tammy Thompson, Administrative Assistant (CYS)
 Tonja Payne, CYPA
 Stacey Deaton, CYPA
 Charlotte Bryant, Supervisory Program Specialist
 Pamela Faulkner, CYPA,
 Shannon Hargrove, CYPA
 Campbell, Michele, Custodial Worker
 Chiappetta, Anna, Custodial Worker
 Williams, Richelle, Recreation Assistant
 Suenann Pulley, CYPA
 Leslie Aubry, CYPA
 Donovan K. Joseph, CYPA
 Michele Campbell, Custodial Worker
 David Delrie, Maintenance Mechanic
 Kanika Kinsey, CYS Program Associate
 Homework Lab
 Jasmine Thibodeaux, CYPA
 Christine Griggs, CYPA
 Jessica Kiefer, CYPA
 Kaicha Landry, CYPA
 Andrea Williams, CYPA
 Darryl A Isham II, CYPA
 Kandy Leahy, CYPA
 Zulma Leduc, Supervisory Program Specialist





**Interactive
Customer
Evaluation**

IF YOU HAVE BEEN SATISFIED WITH THE SERVICE PROVIDED TO YOU AT THE NAF HR OFFICE, PLEASE LET US KNOW! GO TO THE WEBSITE BELOW, CLICK ON PERSONNEL SERVICES, THEN CPAC – NONAPPROPRIATED FUND (NAF).

http://ice.disa.mil/index.cfm?fa=site&site_id=257&service_category_id=33



Introducing My Biz and My Workplace

MyBiz is now fully available for NAF employees! To assist you, please find some very useful training aids at (downloadable): https://www.chra.army.mil/catalog/NAF%20mybiz_myworkplace.htm

If you haven't done it already, it is highly recommended that you go in and update your Handicap Code, Language Information, US Federal Ethnicity and Race Category as well as your Emergency Contact information! It is very important to have up-to-date information in these and other fields within myBiz!



OCTOBER BIRTHDAYS!



The NAF HR Office would like to wish all of our NAF employees who will be celebrating a birthday in October a very Happy Birthday! Enjoy your special day!



Columbus Day is a U.S. holiday that commemorates the landing of Christopher Columbus in the New World on October 12, 1492. It was unofficially celebrated in a number of cities and states as early as the 18th century but did not become a federal holiday until the 1937. For many, the holiday is a way of both honoring Columbus' achievements and celebrating Italian-American heritage. Throughout its history, Columbus Day and the man who inspired it have generated controversy, and many alternatives to the holiday have appeared in recent years.

NAF EMPLOYEE BENEFITS OPEN SEASON



**OCTOBER 31ST
THROUGH
NOVEMBER 30TH!**



NAF PAY DAYS FOR OCTOBER

**&
OCTOBER 5TH
&
OCTOBER 19TH**

US ARMY NAF EMPLOYEE GROUP HEALTH INSURANCE PLAN

- OPEN CHOICE NETWORKS
- OUT OF NETWORK BENEFITS
- OUT OF AREA BENEFITS FOR ALL OVERSEAS TREATMENT AND SOME CONUS AREAS
- ARMY MWR EMPLOYEE PAYS ONLY 30% OF PREMIUM, UNLESS COLLECTIVE BARGAINING AGREEMENTS REQUIRE DIFFERENT AMOUNTS
- EMPLOYEE SHARE OF PREMIUMS PAID WITH PRE-TAX DOLLARS
- PRESCRIPTION DRUG CARD WITH SMALL CO-PAY IN CONUS
- MAIL ORDER DRUG PROGRAM FOR MAINTENANCE DRUGS WITH SMALL CO-PAY
- VISION AND HEARING CARE BENEFITS
- WELLNESS PROGRAM
- ELIGIBLE FOR EMPLOYER SUBSIDIZED RETIREE MEDICAL BENEFITS IF YOU MEET MINIMUM QUALIFICATIONS AND ELECT IMMEDIATE RETIREMENT BENEFIT
- DENTAL BENEFITS, PLUS OPTIONAL USE OF DENTAL NETWORK
- HMO'S AVAILABLE IN CERTAIN GEOGRAPHIC LOCATIONS



Until Every One Comes Home.®





**OPERATION EXCELLENCE
& TEAM MEMBER ORIENTATION
TRAINING
FY12 DATES**

Oct	11-13
Nov	15-17
Jan	10-12
Feb	14-16
Apr	10-12
May	15-17
Jul	10-12
Aug	14-16

TMO training (morning or afternoon sessions) will be the first session each month and OpEx will be the second and third sessions each month.

TMO is mandatory for all new employees. OpEx is mandatory for all NAF employees.

If you plan on attending the August training, please contact the DFMWR point of contact at 531-4242 asap!



**NAF HRO –
HOURS OF
OPERATION**

**MONDAY -
FRIDAY
8:00 AM TO 4:30
PM
FIRST FRIDAY OF
EACH MONTH –
8:00 AM TO 12:00
PM**



**Please remember to
schedule an appointment
with the NAF HR Office if you need
assistance
by calling (337) 531-6301/6631/4955.**

INSTALLATION FALL CLEANUP:

JRTC & Fort Polk is proud of its installation and demonstrates a commitment to cleanliness, maintenance, and pride through an installation cleanup. All staff agencies, directorates, contractors, and activities assigned or attached to the installation are encouraged to participate in this semi-annual event.

HQ, USAG, Fort Polk will conduct an Installation Fall Cleanup from 11-14 October 2011, to provide a clean, beautiful, and safe environment for individuals to live, work, and train.

The fall cleanup will be conducted/synchronized IAW guidance in Appendix 4 to develop a sense of pride in Fort Polk and to return it to a pristine environment for Soldiers, Family, civilians, and contractors. This operation will be the main effort for the entire installation with support from both military and the civilian work force.



USAJOBS Downtime Reminder:

We would like to remind you of the scheduled system deployment from 8:00 pm EDT on Friday, October 7, 2011 until approximately 8:00 PM EDT Monday, October 10, 2011. During this time, USAJOBS will be offline to install enhancements to system functionality and to establish a new integration with USAJOBS 3.0. Users should not log into these interfaces during this time. USAJOBS will post a message on the website to notify managers, HR professionals, and applicants of the system downtime and encourage them to return later.





October is Breast Cancer awareness Month



About Breast Cancer

Breast cancer is a type of cancer where cells in the breast tissue divide and grow without normal control. It is a widespread and random disease, striking women and men of all ages and races. It is the most prevalent cancer in the world today, with about 1.3 million people diagnosed annually. The exact cause of the disease is unknown, and at this time, there is no cure.

But there is hope. Thanks to heightened awareness, early detection through screening, improved treatment methods and increased access to breast health services, people have a greater chance of survival than ever before.

The Susan G. Komen for the Cure national website, komen.org, offers comprehensive information about breast cancer risk factors, early detection and screening, diagnosis and treatment. Developed in conjunction with the Harvard School of Public Health, the site offers [a one-stop resource](#) for all the latest information on the disease.

CAREER REFERRAL OFFICE UPDATE

The Career Referral Program's (CRP) transition from Alexandria, Virginia to San Antonio, Texas is complete. They successfully relocated to their permanent office and will no longer use the NAF Resume Builder for the application process. The server could not be relocated to their new location therefore "How To Apply" instructions are changed on current announcements.

Effective immediately, applicants can e-mail resumes/applications to mwrcrpjobs@conus.army.mil or surface mail to the new office address: IMCOM G-9, FMWR Career Referral Program, 2450 Connell Road, Bldg 2264, Fort Sam Houston, TX 78234-7664. This information is indicated on the Vacancy Announcement as well.

They worked with the contractor for the NAF Resume Builder to make sure applicants had access to their resumes until the end of September 2011. Again MWR NAF Resume Builder will not be used for announcements.

They are aware of applicants applying through email and receiving error messages indicating the mailbox is full. Due to circumstances beyond their control, they apologize for any inconvenience this has caused and are working to correct this problem as soon as possible.



ARTICLES FOR BULLETIN

If you have any suggestions on topics or issues that you would like addressed in future bulletins, please submit them to one of the following:

1. polk.nafcpac@conus.army.mil

Suggestions will be reviewed and addressed if at all possible.