

(a) OES example: Control communication

GROUP A ROTH TSP: SMARTDOCS for January 2, 2015

Subject: Important! Your Action Needed in January to Continue Your Roth TSP Election

As a Roth TSP participant, your window to submit new contribution elections is here. You may submit your new Roth TSP elections based on percentages of basic pay, special pay, incentive pays and bonuses any time through Jan. 31, 2015, to avoid any interruption in your retirement investment plans.

Your elections may be submitted quickly and securely using myPay. You may also use the revised TSP-U-1 form available at www.tsp.gov. Forms must be submitted to your finance office to be applied to your military pay account.

We will send you reminders throughout January to make sure you have the information, worksheets and time to get your Roth TSP elections completed within the allotted time.

Election submissions received after Jan. 31, 2015, will result in a lapse in Roth TSP contributions.

For more information on the change to percentage-of-pay selections and how you can make sure your investment plans continue, visit www.dfas.mil/TSP_AC.html.

My POC for this effort is [Matthew Seyler](mailto:Matthew.Seyler@dfas.mil) at Matthew.Seyler@dfas.mil

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