



**Thrift Savings Plan – TSP (must currently be enrolled in TSP):**

If I am restored to my civilian position, I may make retroactive contributions and elections.

\_\_\_\_\_ I understand that I will need to contact the ABC-C to make retroactive TSP contributions and elections.

\_\_\_\_\_ I understand that if I have a TSP loan, I should inform my servicing CPOC and request that a TSP-41 be prepared and sent to the National Finance Center (NFC).

**Contact Information:**

The following information is provided for myself or designated POC, in the event that I need to be reached while on LWOP/Separated for Military Active Duty.

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**I understand my elections:**

**Name:** \_\_\_\_\_ / \_\_\_\_\_  
(Please Print) (Signature)

**SSN:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Important Reminders**

Ensure you obtain, read and understand all information provided in the “Employment Rights and Benefits of Federal Civilian Employees Who Perform Active Military Duty” guide before completing and submitting this signed Election/Acknowledgement document to your servicing CPOC. The Employment Rights and Benefits guide may be found on the ABC-C web site at <https://www.abc.army.mil>, under the Uniformed Services Section.

Send (mail) this signed and completed Election/Acknowledgement document, along with a full copy of your Military Orders to your servicing CPOC for immediate action. These items will be retained in your Official Personnel Folder.

Refer questions (regarding FEHB, FEGLI, Retirement or TSP) to: 1-877-ARMY-CTR (276-9287)

COUNTRY	EMPLOYEE	COUNTRY	EMPLOYEE
BELGIUM	0800-78245	KOREA	00798-14-800-4766
GERMANY	0800-1010282	NETHERLANDS	0800-0232739
ITALY	800-780821	UNITED KINGDOM	08-000857723
JAPAN	00531-1-20378	SAUDI ARABIA	1-877-276-9287

Address concerns regarding Leave, LWOP or Separation to your supervisor.

**CPOC Instructions:** Retain this document and the Military Orders in employee’s OPF.