



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

The Director

Wednesday, March 19, 2003

**MEMORANDUM FOR: Heads Of Executive Departments And Agencies**

FROM: Kay Coles James, Director

Subject: Human Resources Policy to Assist Federal Employees Called to Active Military Duty

Today, our military is being pulled in many directions. Thousands of U.S. troops are mobilized in preparation for war, terrorist activities, and other operations to protect our interests at home and abroad. They are our spouses, children, brothers, and sisters. They are our coworkers. They are the best of the best. Providing support for these individuals is an important issue, and we should not let them down. Our first obligation as an employer is to make sure that those who perform active military duty are able to leave their employment temporarily with the knowledge that their affairs are in order and their rights protected.

When I wrote to you about this last year, I was already on record as encouraging Federal agencies to pay both the employee and government share of FEHB premiums for these employees, as authorized by Section 8906(e)(3) of title 5, United States Code. My resolve now is stronger than ever. I cannot impress upon you enough the importance I place on assisting these employee reservists in this manner. The Federal Government is the largest single employer of members of the uniformed services reserves, and we are extremely proud of the ceaseless dedication and perseverance of our colleagues. Heads of Executive Departments and Agencies should implement a uniform policy in support of Department of Defense (DoD) contingency operations by waiving the requirement that employees pay their share of the FEHB premiums incurred when they are called to active military duty for more than 30 days.

I am [attaching a chart listing each agency's policy. If you are already providing this well-deserved benefit, I thank you. If you have not yet done so, I urge that you begin. I, as well as the thousands of dedicated reservists who are faithfully serving their country, count on your enthusiastic support. If your staff has any questions about this initiative and how to administer it, they may contact Abby Block, our Deputy Associate Director, Strategic Human Resources Policy Division, at \(202\) 606-0004.](#)

**Attachment**

**Status of Department/Agency Payment of FEHB Premiums for Active Reservists**

Department/Agency	Waive FEHB Premiums		
	Waive All	Waive None	No Response to OPM Request for Data
Agency for International Development	X		
Agriculture Department	X		
Agriculture Department, Eldorado National Forest	N/A	N/A	N/A
Agriculture Department, Federal Insurance Services Section	N/A	N/A	N/A
Agriculture Department, Federal Milk Market Administrator	N/A	N/A	N/A
Agriculture Department, Food Safety and Inspection Service	X		
Agriculture Department, Forest Service	X		
Agriculture Department, Forest Service, Rogue River and Siskiyou Forests	X		
Agriculture Department, Oklahoma Cooperative Extension Service	N/A	N/A	N/A
Agriculture Department, National Finance Center	X		

Department/Agency	Waive FEHB Premiums		
	Waive All	Waive None	No Response to OPM Request for Data
Agriculture Department, Natural Resources Conservation Service	X		
Air Force Department	X		
Appalachian Regional Commission	N/A	N/A	N/A
Architect of the Capitol	X		
Army Department, HQ	X		
Army Civilian Personnel Operations Center, Pacific Region	X		
Army, Engineers Corps	X		
Army, Fort Sill	X		
Army, Fort Wood	X		
Army, Korea	X		
Army, Letterkenny Army Depot	X		
Army National Guard, Colorado	X		
Army National Guard, Georgia			
Army National Guard, Idaho	X		
Army National Guard, Illinois	X		

Department/Agency	Waive FEHB Premiums		
	Waive All	Waive None	No Response to OPM Request for Data
Army National Guard, Iowa	X		
Army National Guard, Kansas	X		
Army National Guard, Maryland	X		
Army National Guard, Montana	X		
Army National Guard, Nebraska	X		
Army National Guard, New York	X		
Army National Guard, North Dakota	X		
Army National Guard, Virginia	X		
Army National Guard, Wisconsin	X		
Bonneville Power Administration	N/A	N/A	N/A
Botanical Gardens	X		
Bureau of Prisons	X		
Census Bureau	X		
Center for Medicare and Medicaid Services	X		

Department/Agency	Waive FEHB Premiums		
	Waive All	Waive None	No Response to OPM Request for Data
Commerce Department	X		
Commission on Civil Rights	X		
Commodity Futures Trading Commission	X		
Consumer Product Safety Commission		No Policy at this time	
Defense Department, Civilian Personnel Management Service	X		
Defense Department, Commissary Agency	X		
Defense Department, Contract Management Agency	X		
Defense Department, Education Activity	X		
Defense Department, Finance and Accounting Service	X		
Education Department	X		
Energy Department	X		
Environmental Protection Agency	X		
Federal Aviation Administration	X		

Department/Agency	Waive FEHB Premiums		
	Waive All	Waive None	No Response to OPM Request for Data
Farm Credit Administration	X		
Federal Communications Commission	X		
Federal Deposit Insurance Commission	X		
Federal Election Commission	X		
Federal Emergency Management Agency	X		
Federal Energy Regulatory Commission	X		
Federal Mediation and Conciliation Service	X		
Federal Reserve Board	N/A	N/A	N/A
Federal Trade Commission	X		
General Accounting Office	X		
General Services Administration	X		
Government Printing Office	X		
Housing and Urban Development Department	X		
Interior Department	X		
Justice Department	X		

Department/Agency	Waive FEHB Premiums		
	Waive All	Waive None	No Response to OPM Request for Data
Labor Department	X		
Library of Congress	N/A	N/A	N/A
Marine Corps, U.S., Personal and Family Readiness Division	N/A	N/A	N/A
Merit Systems Protection Board	X		
NASA	X		
National Archives and Records Administration	X		
National Endowment for the Humanities	N/A	N/A	N/A
National Labor Relations Board	Will Consider Waiving		
National Science Foundation	X		
Navajo and Hopi Indian Relocation Office	N/A	N/A	N/A
Navy Department, Fleet Aviation Specialized Operational Training Group	N/A	N/A	N/A
Naval Reserve Force, New Orleans	X		
National Credit Union Administration	X		

Department/Agency	Waive FEHB Premiums		
	Waive All	Waive None	No Response to OPM Request for Data
National Park Service	X		
Nuclear Regulatory Commission	X		
Occupational Safety and Health Review Commission	X		
Office of Federal Housing Enterprise Oversight	X		
Office of Government Ethics	X		
Office of Personnel Management	X		
Office of Special Counsel	N/A	N/A	N/A
Postal Service, U.S.	X		
Pretrial Services Agency	X		
Senate, United States	X		
Senate, United States Restaurants	X		
Small Business Administration	X		
Smithsonian	X		
Social Security Administration	X		
State Department	X		



Department/Agency	Waive FEHB Premiums		
	Waive All	Waive None	No Response to OPM Request for Data
Tennessee Valley Authority		Not in FEHB	
Transportation Department	X		
Transportation Department, Office of Inspector General	X		
Treasury Department			
Treasury Department, Office of Comptroller of the Currency	X		
Treasury Department, Office of Inspector General	X		
Treasury Department, U.S. Mint	X		
Treasury Department, Other Bureaus	X		
U.S. Courts, Administrative Office	X		
U.S. Court of Appeals for Veterans Affairs	X		
U.S. Geological Survey, Interior Department	N/A	N/A	N/A
U.S. Holocaust Memorial Museum	X		
Veterans Affairs Department	X		

Department/Agency	Waive FEHB Premiums		
	Waive All	Waive None	No Response to OPM Request for Data
Veterans Affairs Department, Little Rock Regional Office	N/A	N/A	N/A
Veterans Affairs Department, Louisville, KY Regional Office	X		
Veterans Affairs Department, Philadelphia, PA Regional Office	X		
Veterans Affairs Department, Office of Finance	X		
West Virginia Cooperative Extension Service	N/A	N/A	N/A
Wyoming University, College of Agriculture	N/A	N/A	N/A

Note: N/A Means that those agencies reported no affected employees