



HAWAII NATIONAL GUARD  
HUMAN RESOURCES OFFICE

# BULLETIN



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## USERRA ONLINE TRAINING

### 1. Reference.

Public Law (P.L.) 110-389.

**2. Purpose.** USERRA is the federal law that establishes the rights and responsibilities of those serving in the Reserves, National Guard, or are subject to recall orders. USERRA protects the job rights of these individuals who voluntarily or involuntarily leave their civilian positions so they are not discriminated against upon their return. Submitting the proper documentation, on time, assists in the reduction of pay and benefit issues. The HING Human Resources Office is offering USERRA training, available for full time Army and Air personnel (AGR or Technician) who would like to know the proper process for submitting an Absent-US packet or Return-to-Duty. We strongly encourage all technicians and supervisors of technicians to attend one of our briefs. The briefs will be held bi-monthly and the calendar is published on our HRO Website.

### 3. Procedure.

- a. Establish a Microsoft Teams Account.
- b. Sign up for the brief:  
Go to: <https://dod.hawaii.gov/hro/tech-tools/>  
Click on USERRA Briefing.  
Fill out form.  
You will receive an invite on Microsoft teams for the training event.  
Log in to the event.

**12. HRO Points of Contact.** Any questions or concerns regarding this training requirement may be directed to CPT Beth D'Atri at 808-672-1234 or at beth.a.datri.mil.mail. Alternate POC for this training is Ms. Jessica D'Amato at 808-672-1229 or at jessica.m.damato2.civ@mail.mil.