

HIANG TECHNICIAN RESIGNATION FORM

NAME:

FORWARDING ADDRESS:

CIVILIAN E-MAIL:

RESIGNATION DATE:

REASON:

BENEFITS OUT-PROCESSING BRIEF:

Download a copy of your electronic Official Personnel Records (eOPF) **prior** to your separation date <https://eopf.opm.gov/nationalguard/>. See HRO's website for download instructions.

If you currently have Federal Employee Health Benefits (FEHB), your coverage will terminate effective the last day of the pay period in which you separate.

If you currently have FEHB, you become eligible for Temporary Continuation of Coverage (TCC) when you separate from service (unless separation is due to gross misconduct), and are not otherwise eligible to continue FEHB coverage – see page 2 of this form. You must apply for TCC NLT 60 days after separation.

If you currently have Federal Employees Group Life Insurance (FEGLI), your coverage will terminate automatically upon separation. You can apply to convert FEGLI to an individual policy by requesting a form SF 2819 from HRO. Your application must be mailed to OFEGLI NLT 31 days after separation.

You can review your Thrift Savings Plan (TSP) options at <https://www.tsp.gov/changes-in-your-career/leaving-the-federal-government>.

Government Purchase Card (GPC) holders & Billing/Approving Officials: Send email to NGHIUSPFOGPCAOPC@army.mil, Subject: OUT-PROCESSING with the following information:

Rank/Grade/Full Name
Email/Phone
Unit/Organization

EMPLOYEE SIGNATURE

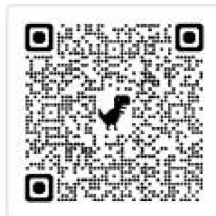
SUPERVISOR SIGNATURE

HIANG Supervisors: Send completed resignation form to:
ng.hi.hiarng.mbx.nghi-hro-benefits@army.mil

HIARNG Supervisors: Send completed resignation form to:
ng.hi.hiarng.mbx.nghi-hro-benefits@army.mil & initiate a NOAC 317 RPA in DCPDS

****Please take a moment to provide us feedback by filling out our exit survey at the following link****
<https://docs.google.com/forms/d/e/1FAIpQLSfOKD1I2KtbLHgXXmdNo1NHKTagT6qLLI53LcsOscp3NVhJlQ/viewform>

or scan QR Code



Human Resources Office

Dear FEHB ELIGIBLE EMPLOYEE

Your coverage in the Federal Employees Health Benefits Program (FEHB) ends on the last day of the pay period in which you separate from federal service, subject to a 31-day temporary extension of coverage (at no cost to you) for conversion to a non-group contract. You also have the right to temporarily continue your FEHB coverage for up to 18 months after your separation instead of converting to a non-group contract at this time. This is known as the Temporary Continuation of Coverage (TCC) Program.

If you choose to continue your health coverage under the TCC Program, you must pay the full amount of the premium (both the employee and government shares) plus a two-percent administrative charge. You can find current premiums on the Office of Personnel Management's (OPM) website at: <http://www.opm.gov/insure/health/planinfo/guides/index.asp>. Click on link for the guide, "RI 70-5" (Federal Benefits for Temporary Continuation of Coverage TCC and Former Spouse Enrollees).

Your enrollment charges begin on the day after the 31-day period of free coverage ends. If you continue your coverage to the end of the 18-month period, you will have another 31-day temporary extension of coverage for conversion to a non-group contract. Additional information on the TCC Program can be found on OPM's website at: <http://www.opm.gov/insure/health/eligibility/tcc/INDEX.asp>.

We also want to inform you that the Patient Protection and Affordable Care Act (ACA) did not eliminate the TCC Program or change the TCC rules. If you would like to learn more about the ACA including the health insurance marketplace, please visit www.healthcare.gov.

If you are interested in continuing your FEHB coverage under the TCC Program, please contact this office to request a registration form. You must enroll in the TCC Program within 60 days after the date of your separation, or within 60 days of the date you received this notice, whichever is later. If you have any questions, please call the HRO Services Section at (808) 672-1006, Option 3.

Sincerely,

HRO Services Section