



HAWAII NATIONAL GUARD

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J-1 Redeployment



PROFESSIONAL ADMINISTRATIVE SUPPORT



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Agenda

- Redeployment Out-processing Form
- State Active Duty Pay
- Workman's Compensation Claims
- Unemployment Insurance Eligibility and Claims
- State Active Duty Orders

PLEASE SCAN



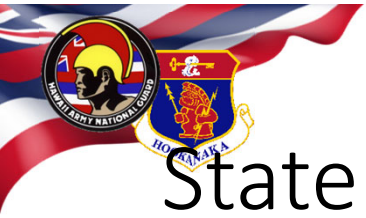
Redeployment Out-processing Form

- Each Service Member is required to complete.
- Service Member will fill out every block.
- If no additional Comments, put “NA”
- Date the bottom and sign.
- Complete electronically is preferred.

J-1 Redeployment Out-processing Form

Name	Rank	DODID		
Unit	Component (HIARNG/HIANG)			
Contact Information: Phone: _____ email: _____				
Please answer Yes or No to the following questions:				
	Y	N	N/A	
1. Did you have a debt to the State due to a overpayment to your bank account?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Does the State owe you pay and allowances (not including pay from the next pay period)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Do you know when your estimated last pay date?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Do you know to retrieve your end of year W-2 from the HIP system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Were you injured while on SAD?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. If injured, was a workmans compansation claim submitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Were you provided information pertaining to State of Hawaii Unemployment Insurance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Additional Comments: Please provide any additional comment or questions for the J-1 to address and they will respond to the email address provided above.				
Service Member Signature: _____				

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State Active Duty Pay

- When is your final pay date?
- Do you owe money to the State?
- Does the State owe you money?
- State W-2 Forms via HIP.
- Work through your unit of assignment for issues after the completion of SAD.

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State Pay

When/How will I get paid?

- It is important to understand the Pay Dates and Pay Periods – a Pay Date is in the month following the Pay Period (in most cases 20 days after the Pay Period ends).
- Pay Periods are 1-15 and 16-30/31. Pay Dates are the 5th and 20th of the following month, unless it falls on a Holiday or weekend.
- Example: Pay Period worked was 1-15 Apr, you will receive your pay on the Pay Date in the following month - May 5th. Pay Period worked was Apr16-30, you will receive your pay on the Pay Date May 20th.

On SAD Orders you will not receive a LES. Your pay will be directly deposited into your bank account you identified during the RSOI check-in. If there is an error in the direct deposit information, a physical check will be issued and sent to your home of record. A hard copy W-2 will be distributed to your units on or around January 31 of the following year.

Mar Pay period Mar 1-15, paid on Apr 3
Pay period Mar 16-31, paid on Apr 20

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Apr Pay period Apr 1-15, paid on May 5
Pay period Apr 16-30, paid on May 20

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May Pay period May 1-15, paid on Jun 5
Pay period May 16-31, paid on Jun 18

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Jun Pay period Jun 1-15, paid on Jul 3
Pay period Jun 16-30, paid on Jul 20

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

<https://ags.hawaii.gov/hip/main/payroll-calendars/>

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Worker's Compensation Claims

- Did you suffer a injury that qualifies for a Worker's Compensation Claim?
- Did you file a claim?
- Point of contact to file a claim is the J-1.
- Point of contact to follow up on a existing claim is:
Nicole Sugai at 808-369-3482 (State of Hawaii Human Resources Office)

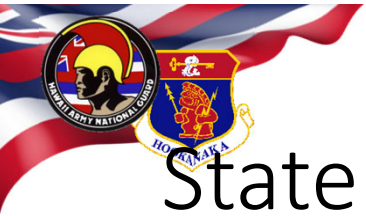
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Unemployment Insurance

- Do you qualify?
 - Eligibility. You must have earned sufficient wages in the 12 to 18 months prior to filing a claim, which includes federal and military wages. You may combine out-of-state wages with your Hawaii wages to establish a valid claim or to increase your weekly benefit amount if you worked in several states during the 12 to 18 months prior to filing your claim. If you did not earn enough wages, you will not be eligible for benefits.
- Claims can be filed electronically through <https://labor.hawaii.gov/>

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State Active Duty Orders (HIARNG ONLY)

- HIARNG members must ensure SAD orders are uploaded into iPERMS.
- Work through your unit of assignment for issues after the completion of SAD.

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Thank you for your service!

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17-Apr-26

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