



# REEMPLOYED ANNUITANT CADRE NEWSLETTER

FEBRUARY 2014

## **Maintaining a Deployable Status**

Some of us are beginning to see signs of spring and that is a reminder that Hurricane Season will be here before we know it. This is a good time to be sure everything is in order so you can be sent to work if needed. You are required to contact the RAO when your availability for deployment changes for two months or more (i.e. change in medical condition, sickness, family situations, extended vacation travel, etc.). You are also required to contact the RAO when your home address, email address or telephone numbers change. Any changes should be FAXed to 202-318-4447 or emailed to [ceco-c-rao-ms@usace.army.mil](mailto:ceco-c-rao-ms@usace.army.mil). If you do not update your personal information and cannot be reached your appointment may be terminated.

## **Reminder**

All of the RAO staff works intermittent schedules. The BEST way to contact any of us is by email. In addition to working irregular hours we work in different time zones. Telephone calls are often not practical. We will get to your email questions more quickly and reliably. If you must call and leave a message, please follow some simple guidelines in leaving a message. Say and SPELL your first and last names at the beginning and end of the phone message. Say your telephone number and the date and time you are calling. Sometimes very old messages show up in our voice mails and we have no idea they are not current. Tell us what time you are available for a return phone call. Follow up with an email. We want to be responsive but messages that don't identify the caller or leave a telephone number are difficult and frustrating. And we know you must wonder why you are not getting a response.

## **Web Site**

I am happy to announce our web site is now available for your use. It contains a wide variety of program information including a list of POC's for program topics. It can be found at <http://www.usace.army.mil/ReemployedAnnuitantCadre.aspx> .

## **Travel**

After your final voucher for an assignment has been processed be sure to check your Government travel card balance. Sometimes a small balance is left due and it is easy to overlook it when you are not using the card. Or you may be due a refund so be sure to check it.

## **WG Pay Raise**

In the last newsletter I let you know that a 1% pay increase had been approved for GS employees. Since I sent out that newsletter a similar 1% increase was approved for Wage Grade employees.

## **Pay Raise for Retained Rate Employees**

There have been several questions regarding the calculation of the pay adjustments for employees on pay retention. (Those GS employees paid above the rate of their grade on the published scale.) The OPM Fact Sheet for Pay Retention, <http://www.opm.gov/policy-data-oversight/pay-leave/pay-administration/fact-sheets/pay-retention/>, states under Adjusting Retained Rates, "When the maximum rate of the highest applicable rate range for an employee's position of record is increased while the employee is receiving a retained rate, the employee is entitled to 50 percent of the amount of the increase in that maximum rate. This 50-percent adjustment rule applies only when the maximum rate increases are attributable to the adjustment of the employee's existing pay schedule or the establishment of a new pay schedule that covers the employee's existing position of record (e.g., establishment of a new special rate schedule). (See 5 CFR 536.305.)" 5 CFR 536.305 states, "...the employee is entitled to 50 percent of the amount of the increase in that maximum rate." The 50% is based off the table they are assigned to not their current retained salary.

Examples:

Employee on Basic table - GS-12/00 - The GS-12 step 10 (maximum rate) for 2013 was \$78,355.  $\$78,355 \times 1\% = \$783.55/2 = 392$ . Current salary  $\$90,785 + 392 = \$91,178$ .

Employee on RUS table - GS-12/00 - The GS-12 step 10 (maximum rate) for 2013 was \$89,450 on the RUS table.  $\$89,450 \times 1\% = \$894.5/2 = 447$ . Current salary  $\$93,834 + 447 = \$94,281$ .

The calculation of the new salary on the pay adjustment for employees on retained pay is completed automatically by DCPDS based on the above guidance.

## **Medicals**

When your driver's license, car registration or passport expires how much of a grace period does the issuing agency give you to get it renewed? In some cases there is none; sometimes you have until the end of the month in which it expires. Some of you expect this program to extend your employment while you delay and delay getting your medical clearance. We make allowances for extenuating circumstances but we need you to inform us. Below are some 'Do's and Don'ts' which may serve as helpful reminders:

## Do's

- Be sure email from this office is not going to your SPAM folder
- Respond right away when you are reminded to renew your medical clearance. Some assignments require your medical be good for 60 days before you can even be considered.
- Answer all questions truthfully
- Tell us if you are not going to be available for assignment for 2 months or more.
- Respond to the contractor right away if they ask for additional information
- Keep track of when your medical clearance expires and contact the medical POC if you do not receive a reminder to send it in 60 days in advance of its expiration

## Don't

- Procrastinate

Send medical information of any kind to anyone on this staff, including copies of your completed questionnaire. Medical information is to be sent to the contract doctors only.

- Use an old version of the Medical Surveillance Questionnaire. Use the version dated February 2014 or it will be returned for you to update it and it will slow down the process.

## Other Employment

If you have an appointment with another Federal agency or a contractor who works for USACE or FEMA you may not be employed in this program. Even if you don't tell us we will find out eventually. You must not have a conflict of interest. Permissions on your CAC will cause issues and we will figure it out. . To be in this program you must be available for an assignment. Please let us know if you accept another Federal job or employment with a contractor and resign to make things easier on you and us. You do not want to be involved in a conflict of interest charge.

## YAHOO

If you have a YAHOO email address you likely had some difficulties receiving my last newsletter. Unfortunately we sent out the last newsletter at the time YAHOO was hacked and you may have received it multiple times. Many of you complained to us. We conferred with our technical folks right away and there was nothing we could do. The problem was with YAHOO and eventually it was corrected. If you are dissatisfied with your email carrier you are free to change it as long as you give us your new email address.

## **Cell Phone Scam Alert**

A new phone scam dubbed the “One Ring Phone Scam” is being reported by users in USACE and throughout the country. Perpetrators of this scam are mainly from foreign countries. They use their computer to send calls to thousands of random cell phone numbers, ring once, and then disconnect. Their intent is to scam you into returning their call. The return call will run up significant charges on your cell phone bill. Some things that can be done to reduce the chances of becoming a victim of this scam are to let your cell phone ring more than once before you answer, do not call back any phone number that you do not recognize (If the call was really that important they would have left you a message), and Google phone numbers you receive when you do not recognize the caller to get more information about where the call is coming from. Be especially alert to calls received from area codes 268, 809, 876, 284 and 473. If you believe that you have returned one of these calls on your government issued phone, report it to the iSYS helpdesk at 877-228-4794. They will attempt to get the charges reversed. More detailed information on the “One Ring Phone Scam” can be found at One-Ring Phone Scam on the Rise <<http://concord.bbb.org/article/one-ring-phone-scam-on-the-rise-45629>>.

## **Accessing Personal E-mail via CorpsNet Alert**

A large number of cyber security incidents have occurred in the last two months after users accessed their personal e-mail (Yahoo, ATT, Gmail, Comcast, Charter, etc) through CorpsNet on their USACE PC and clicked on embedded links or opened attachments that contained malware. Many third party email providers do not provide the same degree of email protections as USACE and users MUST exercise caution when clicking on any link or opening an attachment within any e-mail, third party or not. When in doubt, don't click the link or open the attachment. Verify the validity of the email with the person or company who sent the email. Please ensure that you frequently check authoritative sources of information for common email phishing and spam scams. Two very good sources are the “Summary of Recent Spear Phishing Emails and Compromised Websites” which is regularly updated by the ACE-IT Computer Incident Response Team (CIRT) located on ACE-IT Online at Malware News Feed <<https://aceit.usace.army.mil/support/ia/Pages/MalwareNewsFeed.aspx>> and “New E-Scams & Warnings” which is maintained by the FBI located at FBI New E-Scams & Warnings <<http://www.fbi.gov/scams-safety/e-scams>> . For more Cyber Security News, please visit "Cyber Security" on ACE-IT Online.

## **Inappropriate E-mail**

Don't send us any emails of a personal nature. Soliciting for your personal business is a conflict of interest violation and very serious. You will be reported to the Ethics Officer if you do this. Sending Linked in, Facebook and other social media to our Government email accounts is annoying and a waste of time. I have instructed the staff that they may block email from anyone who continues to send inappropriate emails that are not related to the program. If you do not know how to stop automatic messages from being sent out in your name I suggest you not participate in those programs.

**Please do not reply to this email but contact the staff person listed on your contact sheet for specialized items.**

Thank you for all you do. A picture we received recently from the group working the aftermath of the Colorado floods is attached.

Timothy D. Alderman  
Program Manager



RAC Colorado 2013 Flood Team uploading stream data in Longmont, Colorado on 14 February 2014. Pictured are left to right; Mark Keast, Dick Sundberg, Robert Arnold, Dave Dark, Jon Kolber, Tony Carter and Steve Sandquist