

## August 2016 - MANIC MONDAY Q&A

**Q:** For the reserve roster.....is there going to be an option to run the SPO dept id vice the DXR dept id to get a narrower version?

**A:** You can put it in excel and sort it by the SPO dept id.

**Q:** Will the AO course be an annual requirement?

**A:** Yes, it will be.

**Q:** Is anyone else having issues with the Payroll Error Report? Specifically for COLA? Report says it's not approved, but it's running fine... We're spending a lot of time verifying the payroll report, but most of it is wrong.

**A:** We will reach out to YNCM Naftal about this issue.

**Q:** So taxes have been an issue lately. Many members have been going into DA and updating their own taxes. Many members change their own taxes and then we have to fix it and they do not submit a new W-4. And sometimes they enter the incorrect info and they end up on the reports from PPC.

**A:** Unfortunately, as long as taxes are a Self-Service function, we will continue to have these issues. We have no plans to lock this down anytime soon.

**Q:** Are we switching over to completing the members completed travel claim in TPAX vs doing it on the DD1351-2 and if so is there a guide for it?

**A:** Members have had the option to enter their claims in TPAX (yes, there is a guide for that) or send in manual claims for a while now.

**Q:** Who has ability to input non CGI courses for reserve retirement points?

**A:** Right now it lies with the SPO, but that could be changing soon.

**Q:** Do we still have to submit a trouble ticket in order to find out how much disability pay and severance pay a member is receiving after separation?

**A:** From Separations Branch: No, they are supposed to use the formula in the Pay Manual and do it themselves. Until the separation goes thru orders integration process, we don't calculate it.

**Q:** Where is it stated that a Designation Memo is required for Training Officers? All I can find is the requirement for ESOs. Usually it is just designated on a Collateral Duty list, however with the new request for DA User Roles a designation memo is required. I reached out to Forcecom but have not received a response. An updated template would be useful too.

**A:** CG Regs mentions unit training officer Chapter 6, section 12, 10. It's part of the collateral duties responsibility.

**Q:** Any word on the Pay Slip showing the variable data (i.e. zip code for BAH?)

**A:** YES!!! It's coming. It will be rolled out in 4 phases.

**Q:** Can I assume part of the HRTAC will address subunit interaction with SPO/PPC?

**A:** Yes.

**Q:** Will ADMINS get access to view Sea Time balances?

**A:** This is a known issue. The CGHRSVW role should show it, but currently does not. This has been submitted as a System Change Request.

**Q:** I have two waivers up for SA making SN and it was not done within 30days (issue with previous XOs) would be nice have that put back at the SPO level.

**A:** This is a policy issue, out of our control.

**Q:** Is there an up to date HDIP code for High Pressure Chamber?

**A:** We are working with MAS to figure out how this is entered in 9.1.

**Q:** Are there any stats out for members having HHG overpayments recouped?

**A:** FINCEN handles those, so they would have those stats.



Oh No!

IT'S JUST ANOTHER MANIC

•MONDAY•

OH WOE i wish it WAS SUNDAY

...oh woe...

'CAUSE THAT'S MY FUNDAY OH WOE

My I don't have to runday... Oh

IT'S JUST ANOTHER MANIC

•MONDAY•



KAREN EMMOT  
CHARLIE BARTOCCI  
SANDI COTTRELL  
MADELINE JACKSON  
MATTHEW O'CONNELL



# Class Schedule



**1**

**New Additions to P&D Pages**



**2**

**TPAX Resources and Tools**



**3**

**October Weigh Ins**



**4**

**Reserve FY vs AY**



**5**

**The End of PCS Season**



**6**

**2016 HR Technical Authority  
Conference**



**7**

**Question & Answer**

# Get excited for NEW CLASSES

## SPO Reserve Specific Transactions

TOPIC	KNOWLEDGE BASE ENTRY	PROCEDURE GUIDE (PDF)	VIDEO TUTORIAL
Understanding Reserve Points			<a href="#">07/13/2016</a> <b>NEW!</b>
Understanding Reserve Pay Processing		<a href="#">07/23/2015</a>	
Annual Screening Questionnaire		<a href="#">09/15/2014</a>	
MGIB-SR	<a href="#">02/10/2016</a>	<a href="#">02/10/2016</a>	
Reserve Member Balances		<a href="#">04/01/2016</a>	<a href="#">07/13/2016</a> <b>NEW!</b>
Reserve Active Duty Orders Processing		<a href="#">07/01/2016</a>	<a href="#">10/17/2014</a>
Starting BAH for Reserve Orders	<a href="#">04/30/2015</a>	<a href="#">04/30/2015</a>	
Reserve Status Change		<a href="#">08/08/2014</a>	
IDT Subsistence Allowance	<a href="#">02/26/2015</a>	<a href="#">02/26/2015</a>	
Schedule Drills		<a href="#">04/07/2016</a>	<a href="#">10/17/2014</a>
Schedule Multiple Drills		<a href="#">03/30/2016</a>	
Viewing IDT Drill Pay Calculations		<a href="#">07/27/2015</a>	<a href="#">08/02/2016</a> <b>NEW!</b>
Cancelling IDT Drills		<a href="#">03/30/2016</a>	
Cancelling Reserve Active Duty Orders		<a href="#">12/31/2015</a>	
Amend Reserve Active Duty Orders		<a href="#">04/11/2016</a>	
Identifying SGLI, FSGLI AND TSGLI Arrears		<a href="#">03/30/2016</a>	
Electronic Based Distance Learning (EBDL) Courses	<a href="#">EBDL Courses Approved for Reserve Retirement Points</a>	<a href="#">06/03/2016</a> <b>NEW!</b>	

# Just to mention a few...

[News](#) | [Course Materials](#) | [Known Issues](#) | [E-Learning](#) | [Notices](#) | [YN Development](#) | [Library](#) | [Payslip Validation](#)

## Direct Access/Global Pay User Guides, Tutorials and Webinar Recordings

▶ [Self Service](#)

▶ [Self Service Commands](#)

▼ [Servicing Personnel Office \(SPO\), Field Admin, ESO, Training Officer](#)

### SPO Global Pay Deductions

<a href="#">Identifying In-Service Debts</a>		<a href="#">12/01/2015</a>	
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### SPO Global Pay Deductions

<a href="#">Viewing Pay Processing Shortcuts</a>	<a href="#">01/28/2015</a>	<a href="#">05/29/2015</a>	
<a href="#">Viewing Pay Processing Shortcuts - Reserve Specific</a>		<a href="#">08/12/2016</a> <b>NEW!</b>	

### Reports and Queries

<a href="#">Reserve Orders Extract Report</a>		<a href="#">08/22/2016</a> <b>NEW!</b>	
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- A. PPC Travel Webpage Changes Coming
- B. Travel Approving Official (AO) Course
- C. P&D Webpage Travel Resources Coming
- D. Continued Web TPAX Changes

<http://www.uscg.mil/ppc/tvl.asp>

# October Weigh In Is Near

[https://www.uscg.mil/directives/cim/1000-1999/CIM\\_1020\\_8H.pdf](https://www.uscg.mil/directives/cim/1000-1999/CIM_1020_8H.pdf)

## THE kid's ACTIVITY PYRAMID

Each week you can have fun and be active by trying the following things...

**CUT DOWN ON**

- WATCHING TV & VIDEOS
- PLAYING VIDEOS & COMPUTER GAMES
- SITTING FOR MORE THAN 30 MINUTES AT A TIME

**2-3 TIMES A WEEK**

**LEISURE & PLAYTIME**

- MINIATURE GOLF
- CANOEING
- SWINGING
- TUMBLING

**STRENGTH & FLEXIBILITY**

- PULL-UPS/PUSH-UPS
- ROPE CLIMBING
- BALLET/DANCE
- KARATE

**3-5 TIMES A WEEK**

**AEROBIC EXERCISES (AT LEAST 30 MINUTES)**

- BIKING
- SWIMMING
- IN-LINE SKATING
- JUMP ROPE
- SKATEBOARD
- RUNNING AROUND

**RECREATIONAL ACTIVITIES (AT LEAST 30 MINUTES)**

- BASKETBALL
- SOCCER
- RELAY RACES
- KICKBALL
- SKIING
- VOLLEYBALL

**EVERYDAY (AS MUCH AS POSSIBLE)**

- PLAY OUTSIDE
- RIDE YOUR BIKE OR WALK TO THE STORE
- HELP AROUND THE HOUSE
- TAKE THE STAIRS INSTEAD OF THE ELEVATOR
- TAKE YOUR DOG OR BROTHER/SISTER FOR A WALK
- PICK UP YOUR TOYS

**With Family**

- Go on a walk together
- Play at the park
- Turn off the TV for a day

**With Friends**

- Dance to music
- Play games like tag and hopscotch
- Join a sports team at school or the park

**By Yourself**

- Fly a kite
- Do cartwheels, somersaults or jumping jacks
- Practice sports skills

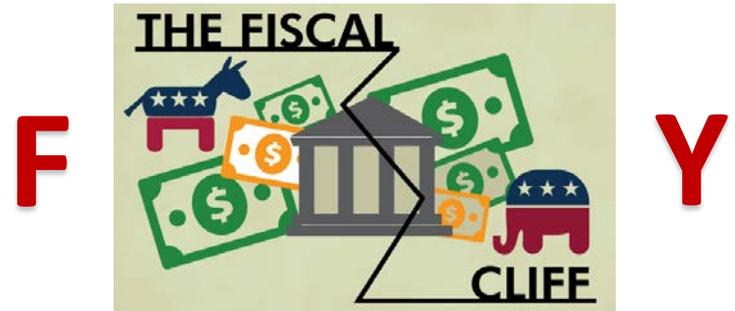
**Have more fun by thinking up your own activities!**

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<b>January</b>	<b>February</b>	<b>March</b>
<b>April</b>	<b>May</b>	<b>June</b>
<b>July</b>	<b>August</b>	<b>September</b>
<b>October</b>	<b>November</b>	<b>December</b>

# Reserve Years



October 1 through September 30



Initial Entry Date Into the Reserves

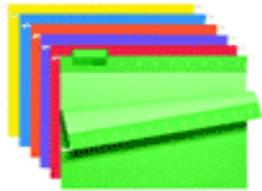


# PCS Season Is Ending, Time to Get Busy

- ✓ Checklists
- ✓ PDR
- ✓ BAH
- ✓ Taxes
- ✓ COLA



- ✓ Dependents
- ✓ User Roles
- ✓ Contact Info
- ✓ EER
- ✓ Leave



**Hanging  
File Folders**



**File  
Folders**



**Pocket  
Folders**



**Classification  
Folders**



**Folders with  
Fasteners**

## Shop More Folders and Accessories



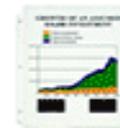
**Report  
Covers**



**Expandable  
Files**



**Filing Tabs  
& Guides**



**Sheet  
Protectors**



**File  
Jackets**

# 2016 HR Technical Authority Conference

## September 7-8, 2016



**Committed to Excellence: Dedicated to Your Success**

# TIME FOR Q & A





**CLASS  
DISMISSED**

PPC-PF-PD@USCG.MIL