

Technician Topics

ANG ARNG

VOLUME IV NUMBER 3

DATE 24 March 1975

PERSONNEL ACTIONS

ACTIONS TO TAKE AND CONTACTS TO MAKE CONCERNING DEATH OF A TECHNICIAN. Inclosed with this issue is an important message to each technician concerning actions to take in case of death of a technician and whom to contact. It is suggested that each technician read the attachment, go over it and discuss it with members of your family then file this inclosure with your policies for permanent record. It is particularly important that the technician be aware of each type of policy that he/she has and it is further suggested that perhaps a list of the policies be made and attached to this inclosure.

TECHNICIAN DIES. Mr. Martin May, OMS #11 Shop Chief at Owensboro, Kentucky died on 14 March 1975 from an apparent heart attack while on two weeks annual training at Fort Hood, Texas. Mr. May became a technician in February 1947 filling the position of general mechanic with the ~~149th~~ Inf at Owensboro, Kentucky. He has served as OMS Shop Chief since June 1957. Mr. May was a dedicated National Guardsman and technician.

NEW HIRES. The following individuals have been appointed technicians with the Kentucky Air National Guard:

John V. Green, appointed as Chief of Maintenance.
Roger E. Hamilton, appointed as Textile and Leather Worker.

RETIREMENT. James H. McClure, a Flight Instructor at Shewmaker ANG Base, Louisville, Kentucky retired on 18 March 1975. Mr. McClure retired with twenty-one (21) years National Guard/Technician service.

INCENTIVE AWARDS. The following technicians have received incentive awards:

Quality Step Increases: Mary O. Ackerman, KyANG, Robert H. Williams III, KyANG, Joseph R. Marcum, KyANG and Wilma Aldridge of State Headquarters, Ky ARNG.

Sustained Superior Performance Awards: Randall D. Wise, USPFO (\$150.00), Donald Lemaster, 201st Engr Bn (\$200.00), Bill Bryan, HHC 201st Engr Bn (\$200.00) George Segina, OMS #1 (\$200.00), and Denny C. Whitt, OMS #1 (\$200.00).

Commendations for Suggestions: Certificates of Commendation were awarded for presentation to James Saunders, CSMS, Ky ARNG and James F. Powers, Ky ANG.

PUBLICATIONS/DIRECTIVES

KyNGR 690-11/
KyANGR 40-532 Ch 3 Environmental Differential Pay 10 Feb 75

KyNGR 690-8/
KyANGR 40-630 Ch 2 Attendance and Leave 5 Mar 75

JOB ANNOUNCEMENTS: The following job vacancies are currently be advertised:

ADMINISTRATIVE SPECIALIST (Typing), GS-0301-05 located at Shewmaker ANG Base, Louisville, Kentucky. Open ONLY to Air Guard Technicians. Closing Date: 28 March 1975.

ADMINISTRATIVE SUPPLY TECHNICIAN, GS-0301-07 located at HHC 1st Bn 123d Armor, Paducah, Kentucky. Closing Date: 17 April 1975.

GENERAL MECHANIC FOREMAN, WS-5801-08 located at OMS #11, Owensboro, Kentucky. Closing Date: 17 April 1975.

SUPERVISOR'S CORNER

TECHNICIAN PERFORMANCE RATINGS. Technician Performance Rating (NGB Form 2) for those technicians in grades 5 thru 7 are due during the month of May.

SCHEDULE FOR ANNUAL REVIEW OF ARNG/ANG TECHNICIAN POSITION DESCRIPTIONS.

Supervisors are reminded again of the position reviews which are due in the Technician Personnel Office not later than 15 August 1975. For Army National Guard Technicians, these reviews should commence on 1 July for State Headquarters, Training, Operations and Technician Personnel. For Air National Guard Technicians, the review should begin on 1 July for functional area of Comptroller, Technician Personnel, Military Personnel, Administration Command, Medical and Security.

US CIVIL SERVICE COMMISSION TRAINING COURSE. A three day course entitled "Labor Relations for Supervisors and Foreman" has been scheduled for April 29 through May 1, 1975 in Frankfort, Kentucky. Army National Guard supervisors selected to attend this course will be notified by separate letter not later than 4 April 1975.

FAIR LABOR STANDARDS ACT. It is the opinion of the General Counsel, CSC, that technicians are exempt from the overtime provisions of the amendments. No changes in past overtime procedures for technicians are required and time entitlements are unchanged. However, under the new concept of hours of work, time spent traveling away from a technician's official duty station is "hours worked" when it cuts across the technician's workday, i.e., if a technician works regularly from 7 A.M. to 3:30 P.M. Mon thru Fri, the time spent traveling during those hours is work-time on Sat and Sun as well as on the other days. Travel performed before 7 A.M. and after 3:30 P.M. would not be considered as hours worked. Additional instructions will be issued.

ACTIONS TO TAKE AND CONTACTS TO MAKE CONCERNING DEATH BENEFITS OF A TECHNICIAN

Contact the KyNG Technician Personnel Office, Boone NG Center, Frankfort, Ky., Phone: 564-7813. This office will assist you with required forms, documents and information. Many insurance companies require original death certificates. These certificates can usually be obtained thru the funeral director for a cost of approximately \$2.00 each. Be sure to acquire several copies.

TYPES OF INSURANCE/BENEFITS

1. FEDERAL EMPLOYEES GROUP LIFE INSURANCE (FEGLI). FEGLI pays a minimum of \$10,000 if a technician has regular insurance and additional \$10,000 if he/she has the optional insurance. For regular insurance, employees earning \$8,000 annual salary or more have an equal amount of insurance plus \$2,000. The optional insurance remains at a constant \$10,000. All FEGLI insurance is doubled in case of accidental death. The type of FEGLI insurance is denoted on technician's SF 50 block 9. A death certificate is required to receive payment and it is usually delayed several weeks.
2. NATIONAL GUARD ASSOCIATION OF THE UNITED STATES (NGAUS). A technician may have both basic life insurance at \$10,000 and supplemental life at \$10,000. Both amounts are doubled in case of accidental death. In order to receive benefits, a death certificate must be provided. Payment is usually delayed for several weeks.
3. SOCIAL SECURITY. Social Security will pay approx \$250.00 in burial benefits and survivor may be eligible for monthly income. A death certificate and other pertinent information is required. Contact the Social Security Office closest to you.
4. VETERANS ADMINISTRATION (VA). The VA will pay approx \$255.00 in burial expenses, which includes grave marker. A guardsman must be eligible for VA benefits in that he has served on active duty for 181 consecutive days or longer. Being a Guardsman ONLY is not sufficient for eligibility. A death certificate is required and benefits are usually not received for several weeks. Contact the VA closest to you.
5. FEDERAL EMPLOYEES COMPENSATION. If a technician's death is a direct result of a job related accident or previous injury received while on the job, his family may be eligible for the following:
 - (1) Up to \$800 may be paid for burial expenses.
 - (2) Transportation expenses for return of body to the home duty station is paid if the technician is killed away from home and is on a technician status.
 - (3) The survivor may receive compensation equal to 50% of the employee's pay until death or remarriage with no children. The compensation payment is on a monthly basis.
 - (4) The compensation for the survivor with children will equal 45% of the employee's pay plus 15% for each child, but no more than 75% of the employee's monthly salary. A death certificate must be provided and benefit payment will probably be delayed for several weeks.
6. KYARNG/KYANG FEDERAL CREDIT UNION. A loan in the name of the deceased is usually paid off in full if the loan is for \$10,000 or less. A death certificate must generally be provided and payment will probably be delayed for several weeks.

7. NATIONAL ASSOCIATION OF GOVERNMENT EMPLOYEES (NAGE). NAGE insurance offers a \$10,000 life insurance policy - accidental death only. A death certificate and a policy must be provided before payment will be made. It will take several weeks for payment.

8. SERVICEMEN'S GROUP LIFE INSURANCE (SGLI). SGLI has available \$5,000, \$10,000, \$15,000 and \$20,000 insurance policies. A death certificate must be provided and payment will usually take several weeks.

9. NGAKY NATIONAL GUARD ASSOCIATION OF KENTUCKY (NGA). NGA insurance provides the following: \$5,000 - \$6,000 after one year in effect; \$10,000 - \$12,000 after one year in effect and \$15,000 - \$17,000 after one year in effect. A policy and death certificate must be surrendered to receive payment. Payment is usually made within 24 hours.

GENERAL INFORMATION

Technicians on annual, sick or compensatory leave are generally covered by all insurance and families would receive benefits in case of death. Technicians on active duty for more than 30 days continue to be covered by all insurances under the following conditions:

- (1) FEGLI - Enrollment ceases for military furlough if entry into military service is for more than 30 days. (Both regular and optional insurance generally continues while in LWOP status without cost for period of one year and then terminates.)
- (2) NGAUS - Insurance coverages continue if premium payments are contained.
- (3) HEALTH BENEFITS - CHAMPUS covers technicians on active duty for more than 30 days.
- (4) SGLI - Provides continuous coverages.
- (5) NGAKY - Provides coverage if premium payments are continuous.

If death occurs while a technician is in a non-pay status, please check with the Technician Personnel Office. Health benefits may be continued for survivors in some instances. Contact the Technician Personnel Office for an explanation.

Bank checking and savings accounts will be frozen at death. The Technician's family can obtain a release. The bank will provide the survivor with release forms and these forms must be taken to the courthouse for signature. After they are signed and returned to the bank money should be released.

The Technician Personnel Office will update this attachment as major changes occur.

IF THERE ARE ANY QUESTIONS CONCERNING TECHNICIAN BENEFITS, CONTACT THE TECHNICIAN PERSONNEL OFFICE.

MARCH 1975

PRIVACY ACT NOTICE FOR:

SF 71, Application for Leave.

GENERAL

This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), December 31, 1974, for individuals applying for various kinds of leave.

AUTHORITY

Section 6311, of Title 5, U.S. Code, authorizes the Civil Service Commission to prescribe any regulations necessary for the administration of leave. It was determined by the Commission that the use of a single standardized form was essential to facilitate the request and approval for use of the various authorized kinds of leave as a supportive document to supplement and/or authenticate other time and attendance records.

PURPOSES AND USES

The principal purpose of the Application for Leave, form SF 71, is to document the employee's requests and the supervisor's approvals for extended periods of leave to supplement the time and attendance records; its use is intended only as a supportive record. The information completed by the applicant is in itself available from time and attendance records if the requested leave is actually taken. The only actual personal information is that which may appear in the certificate of the physician dealing with the nature of the illness. The form may be made available routinely to:

- (1) the immediate supervisor;
- (2) the time and attendance clerk;
- (3) the payroll office if the employee is unable to certify the time card;
- (4) outside officials from the agency, Civil Service Commission, or General Accounting Office upon their request for evaluation of leave administration; and
- (5) other parties officially involved in a dispute over the employee's leave record.

EFFECTS OF NONDISCLOSURE

Omission of an item may result in disapproval of a request for a period of leave. Falsification of the sick leave portion may be grounds for disciplinary action including dismissal. The disclosure of the information requested is voluntary.