



DEPARTMENT OF DEFENSE  
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October 8, 2013

MEMORANDUM FOR DoDDS-EUROPE TEAM

SUBJECT: Guidance on Pay and Other Issues from Government Shutdown

There were several important developments over the weekend that will have an impact on our pay and benefits going forward. Please read the following information carefully and take note of some major changes from previous guidance. This is the most current information based on updated guidance from DoDEA Headquarters (HQs) and Defense Financing and Accounting Service (DFAS).

First, the Secretary of Defense announced this weekend that the "Pay Our Military Act" (POMA) authorizes the recall of most DoD civilians from furloughs. For DoDEA, this means all our furloughed colleagues – including Administrative Technologists (ATs) and our area and HQs staff – have been recalled to duty to resume vital functions across DoDDS-Europe to support our educational mission. Please join me in welcoming everyone back to the team, including all union representatives who are resuming their regular duties as well.

Second, POMA provides DoDEA the authority to pay employee wages and benefits during the shutdown as follows:

- EXCEPTED employees for DoDDS-Europe – includes ALL school and district level staff with the lone exception of ATs as well as a small number of Area Office staff. For excepted employees, the only **unpaid** time on your next paycheck (due this Friday) should be:
  - any non-paid leave taken before the Government shutdown, and/or
  - any absence from 1-4 October.
- NON-EXCEPTED employees – includes designated area and HQs staff, and some school/district-level ATs. For non-expected employees, the only **unpaid** time on your next paycheck (due this Friday) should be:
  - any non-paid leave taken before the Government shutdown, and/or
  - your regularly scheduled work days from 1-4 October.

For both excepted and non-expected employees who normally receive living quarters allowance (LQA) and post allowance (PA), these payments should be included in the upcoming paycheck. Benefits such as life and health insurance, TSP, etc., should also be deducted normally.

One cautionary note for everyone's awareness: the Defense Finance and Accounting Service (DFAS) web site currently states they are still working through the procedures to fully implement POMA. DFAS is the Defense agency that actually issues our pay. However, based on HQs guidance,

your paycheck should be issued as described above and we will alert you promptly if there is any change in that status.

Third, the ability to use paid leave is fully restored as of this pay period, which began Sunday, October 6, 2013. Please follow the same leave procedures that you did prior to the shutdown. At this time, we have no authorization to change any designated "KE" furlough coding on time and attendance for pay period ending October 5, 2013. Whether an absence from 1-4 October can be retroactively adjusted (e.g., furlough time swapped for APL, sick leave, etc.) is still unknown. Our guidance is still to code any employee absence from 1-4 October as a furlough (e.g., non-paid time).

Finally, co/extra-curricular activities that do not incur an immediate cost for Fiscal Year (FY) 2014 funds may continue for now. Examples include local intramural and within-district events that don't involve flying or overnights. We are carefully studying if, when, and how other student activities at all levels may be impacted if funding issues continue. We will update everyone as soon as more information and guidance become available. In a few cases, since events occurred within 10-12 days of the new fiscal year, we had already made contracts or purchased transportation with FY13 funds. These activities may take place as planned.

The OPM web site has updated information and FAQs on employment-related questions ("shutdown furloughs" is the applicable guidance in this case): <http://www.opm.gov/policy-data-oversight/pay-leave/furlough-guidance/#url=Shutdown-Furlough>

Additional DoDEA-specific information is also available at these sites:

- <http://www.dodea.edu/shutdown/index.cfm>
- <http://www.facebook.com/dodea.europe>

Although most furloughed DoD civilians are returning to work, a "business as usual" approach is still not entirely possible. If the shutdown continues for an extended period, supplies may tighten and more difficult choices may need to be made. Please continue to take prudent measures to maximize our limited resources.

I know these are very challenging times for people. There is much anxiety about what is happening and how it will impact each of us personally and professionally. I wish I had the answers to all of your questions, but I do not. However, if there are issues you encounter that you need help addressing, I want to assure you that everyone in your chain of command, beginning with your supervisor up to my office, will assist you in getting resolution. Thank you for continuing to do such a great job in the face of such stress and uncertainty.



Nancy C. Bresell  
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