



United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, D.C. 20240

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PERSONNEL BULLETIN NO. 03-10

SUBJECT: Payment of Federal Employee Health Benefit Program Premiums for Employees Called to Active Duty

1. Purpose. This bulletin establishes Department of the Interior (DOI) policy guidance for the payment/reimbursement of the employee's share of the Federal Employee Health Benefit Program (FEHBP) premiums for DOI employees called to active duty in support of a contingency operation.

2. Authority. Public Law 107-107, National Defense Authorization Act for Fiscal Year 2002.

3. Policy. It is the policy of the Department of the Interior to waive the employee share of the FEHBP premium for employees called to active duty.

4. Eligibility Criteria. To be eligible under this policy, a DOI employee must:

be enrolled in a health benefits plan under the FEHBP and elect to continue that enrollment while in a non-pay status;

be a member of a Reserve component of the armed forces. The Reserve components are: The Army National Guard of the United States; the Army Reserve, the Naval Reserve; the Marine Corps Reserve; the Air National Guard of the United States; the Air Force Reserve; and the Coast Guard Reserve;

be called or ordered to active duty in service of the United States (voluntarily or involuntarily) in support of a contingency operation (as defined section 101(a)(13) of Title 10, United States Code);


be placed on leave without pay or separated from service to perform active duty; and serve on active duty for a period of more than 30 consecutive days;

This policy does not apply to members of the Army National Guard or Air National Guard ordered to duty under Title 32, United States Code, or any provision of state, territorial, or District of Columbia code.

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5. Procedure. Employees meeting the criteria outlined above shall submit to their servicing personnel office a written request to have their FEHBP premiums waived during the first 18 months of active duty. They must include a copy of their military orders. The personnel office will forward each request to the NBC Payroll Office. The maximum period of eligibility for each period of active duty is 18 months.

6. Effective Date. This policy is effective beginning September 11, 2001, until rescinded.


Carolyn Cohen
Director, Office of Personnel Policy