



Bulletin for ALL TSA EMPLOYEES – 1/27/2020

2019 W-2 Update

The National Finance Center (NFC) is in the process of printing and mailing tax year 2019 W-2s, which will continue through Friday, January 31, 2020. The W-2s are expected to be available as early as Friday, January 17, 2020, and no later than Friday, January 31, 2020 on the Employee Personal Page (EPP) or click [here](#).

If the W-2 is not on EPP, it will require manual intervention by NFC. As the W-2s are released, they will be mailed and updated on EPP between now and Friday, January 31, 2020.

W-2 Reprints

The Internal Revenue Service does not require that the address on the W-2 match the employee's current residential address, therefore the need to request W-2 reprints is not necessary. However, if a reprint is needed, please submit a signed, written request for your W-2 reprint, including the mailing address, phone number and your social security number by mail, fax, or scanned and emailed:

Fax: 1-877-872-7993

Email: Helpdesk@mailserver-hraccess.tsa.dhs.gov

Mail: TSA HC Access, 6363 Walker Lane, Suite 400, Alexandria, VA 22310

Separated More than 90 Days

Employees who have been separated for more than 90 days and do not receive a mailed W-2, should submit a reprint request by following the details above.

Questions?

Please contact the HCAccess Help Desk by phone at 1-877-872-7990, by fax at 1-877-872-7993, or by email at this [link](#). Live agents are available 7:00 a.m. to 10:00 p.m. Eastern Standard Time (EST) Monday through Friday, excluding Federal holidays, with additional hours for recruitment calls only from 11:00 a.m. to 3:00 p.m. EST Saturday and 12:00 p.m. to 4:00 p.m. EST Sunday. Visit our website at this [link](#), and check out HCAccess online at this [link](#).