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OHCAccess Reminder For Distribution to All TSA Employees

May 2016

Federal Employees Retirement System (FERS) Sick Leave Credit for Retirement

Employees retiring under FERS will receive credit at the time of retirement for all earned unused sick leave hours. The hours are converted to years, months, and days using the Office of Personnel Management (OPM) conversion chart. A copy of the chart, titled *Sick Leave Conversion Chart*, is available on the [OHCAccess website](#). After converted, the time is added to the employee's total creditable service and increases his/her annuity computation.

To receive credit for sick leave, employees must qualify for an immediate annuity based on age and creditable service. An immediate annuity is one that begins to accrue within 30 days after separation from Federal service.

FERS annuity computations are based on two factors:

- Creditable service (years and months)
- High-3 average salary (a weighted average of the highest basic pay rates an employee earned in any three consecutive years of service)

Immediate, non-disability annuities are generally calculated as 1 percent of the employee's high-3 multiplied by the years and months of creditable service. Employees age 62 and older who have at least 20 years of service receive 1.1 percent. Law Enforcement Officers (LEOs) receive an enhanced annuity calculation of 1.7 percent for the first 20 years of LEO service and 1 percent for years more than 20.

As a reminder, sick leave must be used in accordance with TSA MD 1100.63-1, *Absence and Leave*.

If you have any questions, please contact the OHCAccess Help Desk at 1-877-872-7990 or helpdesk@mailserver-hraccess.tsa.dhs.gov. If you are an executive, please contact the Executive Help Desk at 1-877-872-7991 or ESO@mailserver-hraccess.tsa.dhs.gov.