

## Shutdown Furlough FAQ: TSOs

### **Q. When will TSOs get paid?**

A. PP25 (December 9, 2018 through December 22, 2018) will be paid out by the regularly scheduled official pay date of January 3, 2019. For TSOs who worked on Saturday, December 22, 2018, the last day of the PP25, the amount of their pay would be impacted by the shutdown. For the hours worked on December 22 through the remainder of the furlough period, TSOs will be paid retroactively once the furlough ends.

### **Q. May I use leave?**

A. No. Exempt employees must be either performing exempt activities (in compliance with the Antideficiency Act) or furloughed during any absence from work. If an exempt employee refuses to report for work after being ordered to do so, he or she will be considered to be absent without leave (AWOL) and will be subject to any consequences that may follow from being AWOL.

### **Q. Is it too late to make a TSP allotment change for pay period 25?**

A. No. Employees who may be considering making a change to a current TSP allotment for PP25 (December 9 through December 22, 2018), must make the allotment change by **NOON EASTERN TIME ON THURSDAY, DECEMBER 27, 2018**. If no changes are made to a TSP allotment, the allotment will continue to be withheld at the current percentage rate or the dollar amount an employee has elected to be withheld. An allotment based on a percentage of pay is based on the amount of gross pay. However, an allotment based on a dollar amount will not fluctuate. **TSP allotment changes must be made through the Employee Personal Page (EPP).**

### **Q. Does the fact that TSA is in a shutdown furlough and I am not receiving pay excuse me from meeting any of my financial obligations?**

A. No. All employees are still responsible for payment for any debt they incur. Although TSA cannot release an employee from any financial obligations, the DHS letter to creditors may be used to inform a creditor of TSA's current shutdown status due to a lapse in appropriations and that TSA employees are in a non-pay status.

### **Q. Are there any available resources for financial support?**

A. Employees may have a difficult time managing financial obligations during this furlough period. Employees are reminded of two helpful resources that are available for use by employees and their families - Worklife4you and the Employee Assistance Program (EAP). Both services are available 24-hours a day, 365 days a year at no cost or co-pay.

**Worklife4you** is a work/life research and referral service and their specialists can make personalized referrals for an employee to resources in the community, such as legal/financial support, alternate child and senior care options, community services, assistance programs (food, utilities, transportation etc.), etc. Please note that worklife4you does **not** provide financial assistance/aid – however, they have a team of experts who can do the research for an employee. The worklife4you website also offers online tools on topics such as guidance for hard times, budgeting and saving, credit and debt, etc. On its website, you may also

access an online discount center, LifeMart,<sup>SM</sup> that contains special offers and discounts on various products and services.

To access worklife4you services an employee can call: 1-866-888-9803 (TTY 800-873-1322) toll free or log into [www.Worklife4you.com](http://www.Worklife4you.com) – NOTE: new users are required to register. To register, follow the “New Users Sign Up” link and use Registration Code: tsa. If an employee has trouble logging in, the Help Desk may be contacted at: 1-888-604-9565.

**Employee Assistance Program (EAP)** provides professional, personal and confidential assistance with all the issues that matter most to employees and their families. Please note, the EAP does **not** provide financial assistance; however, the professional counselors are available for support and can help an employee cope with life’s challenges and stressors. To access the EAP services: Call 1-800-222-0364 (TTY 1-888-262-7848) or visiting [www.FOH4you.com](http://www.FOH4you.com)