

SBA Employee Tips & Resources

- Acting Administrator, Jeanne Hult, will hold a Town Hall meeting on Tuesday, October 22, 2013 to provide an update on the government shutdown. More details are forthcoming.
- Office of Human Resources Solutions (OHRS) staff will be available to answer employee questions in the Eisenhower Conference Room on October 17-18, 10:00-2:00.
- For specific employee questions (i.e. pay, benefits, SmarTrip, etc.), please email HR4U@sba.gov or call (202) 205-6780 and OHRS will get back to you with responses as soon as possible.
- Pay Period 20 will be processed normally with all employees being credited with 80 hours. In conjunction with the payout for Pay Period 20, pay due from Pay Period 19 will be processed and paid concurrently with Pay Period 20.
- SBA has established a Furlough resource page on sba.gov that you can access at www.sba.gov/furlough2013.
- SBA has also posted Frequently Asked Questions (FAQ) regarding the furlough that employees can access at <http://yes2007.sba.gov/Pages/default.aspx>.
- OPM is continuing to update guidance on shut-down furloughs on its website <http://www.opm.gov/policy-data-oversight/pay-leave/furlough-guidance/#url=Shutdown-Furlough>
- The Employee Assistance Program (EAP) is available for employees to get counseling or advice as needed. Employees can call (800) 222-0364 or (888) 262-7848 (TTY) from anywhere in the United States to receive immediate assistance, 24-hours a day, 365 days a year. You can also obtain information and resources online at the Federal Occupational health website at <http://www.foh.dhhs.gov/services/eap/eap.asp>.
- For those that have contributed to the federal Thrift Savings Plan (TSP), you may be able to take advantage of a general purpose loan. Visit www.tsp.gov for more information on this program.
- Regarding Talent Management Center/Performance Management, all deadlines will be extended 16 calendar days. More details are forthcoming.
- Please remove all out of office information (due to lapse in appropriation) from your emails and telephone.