

Action Date: _____
 For Information Only

DEPARTMENTAL PERSONNEL MANUAL SYSTEM

DPM BULLETIN NO. 831-12

DATE: JAN - 9 1984

SUBJECT: Processing Post-1956 Military Service Credit Deposit Applications through the Consolidated Uniform Payroll System

To standardize processing Post-1956 Military Service Deposit Applications, Personnel Offices of those administrations being paid under the Consolidated Uniform Payroll System (CUPS) are to comply with the following instructions (flowchart attached):

- (1) Use the attached modification of OPM Form 1514, Military Deposit Worksheet, to complete and record payments for employees making deposits for military service under CUPS. Please reproduce it in sufficient quantity to serve your needs.
- (2) Enter a control number at the top left corner of OPM Form 1514 above block number 1, Name. The control number is to consist of the employing office's Submitting Office Number, the calendar year and a sequential number in this order (e.g., 1675-83-1). Personnel Offices should complete blocks 1 through 12 on the form. N/A (not applicable) should be entered in blocks 9 and 10 until after the "grace period" (ending October 1985) when interest charges will apply for those employees who have not made an application for payment.
- (3) Some employees may have more than one given period of service for which deposits are to be made. Since deposits must be for an entire period of service, each of those periods must be assigned a sequential number (i.e., 01, 02, 03, etc.), and a separate OPM Form 1514 must be completed for each period. The sequential number assigned for a given period of service is entered in block 11. If the employee has only one period of service for which a deposit needs to be made, the number "01" must still be entered in block 11.

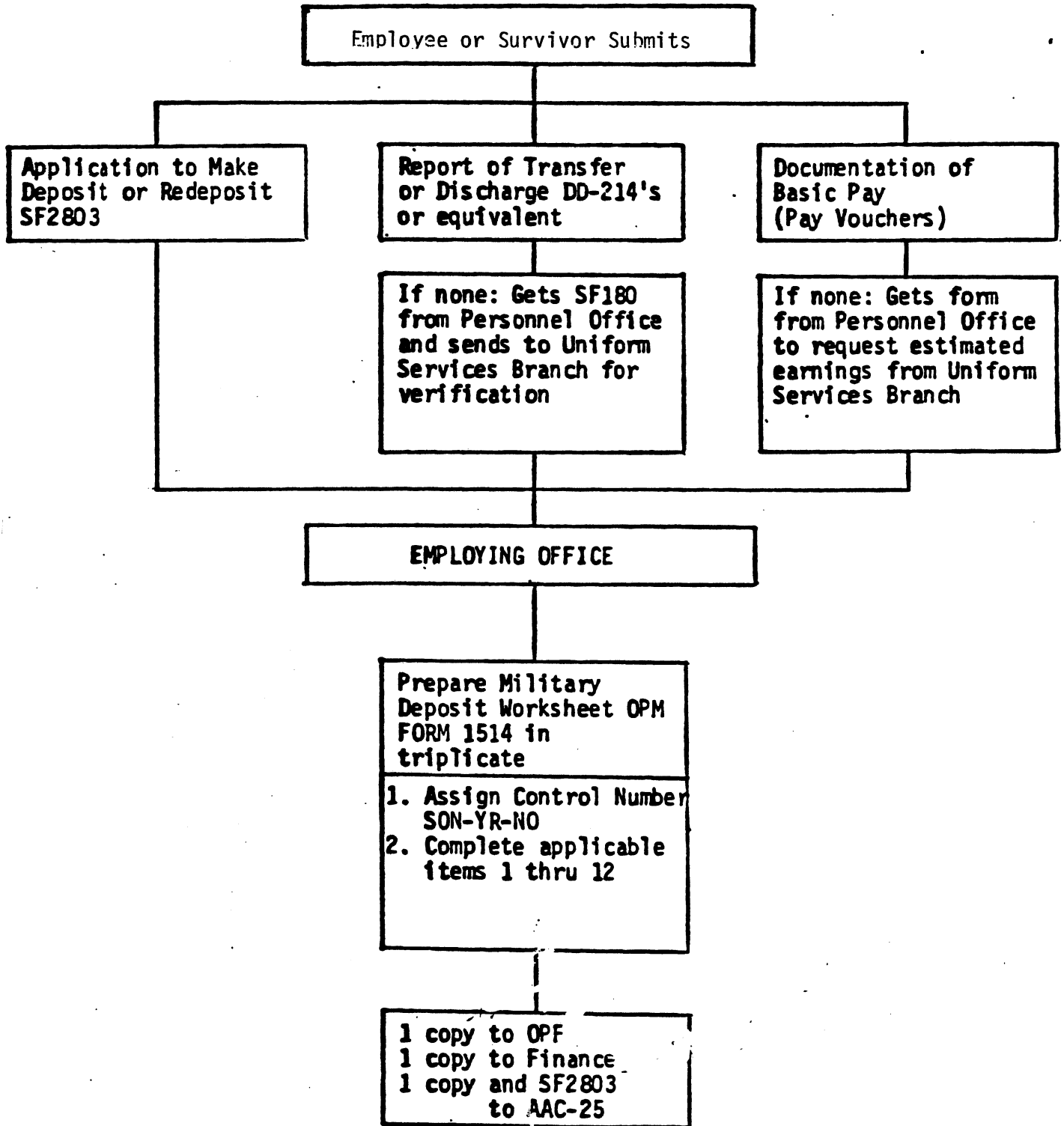
Filing Instructions: File after FPM Chapter 831 Bulletins

Bulletin Expires: Until further notice

Distribution: Personnel Council Members

JPI: M-15/Cucinelli/X64140

INTERIM PROCEDURES



Office of Personnel Management
MILITARY DEPOSIT WORKSHEET

1. Name	2. Date of Birth	3. Social Security Number	4. Date of Comp.
5. Period of Military Service From (month-day-year) to (month-day-year)	6. Total Service in Period (years-months-days)	7. Amount of Earnings	8. Amount of Deposit Due
9. Interest Computation Date	10. Amount of Interest Due	11. Service Period Preference Number	12. Method of Payment/A

13. RECORD OF PAYMENTS

Date	Principle	Interest	Balance Due	Date	Principle	Interest	Balance Due	Date	Principle	Interest	Balance Due

Not including any days lost, if applicable.