

Subject: TSP Catch-Up Contributions Enrollment Begins 25 Aug 03  
Sent: Tuesday, 19 August 2003

The purpose of this E-mail is to advise that Thrift Savings Plan (TSP) Catch-up Contribution enrollment begins 25 Aug 03 for civilian employees.

TSP Catch-up Contributions are additional tax-deferred contributions, separate from regular TSP contributions. Click [here](#) for the BEST Bulletin which will be sent to employees who have signed up for the BEST electronic subscription service and provides additional information on the program. (We anticipate the release of the bulletin on 20 Aug 03.) For those employees who have not yet signed up to receive the BEST electronic subscription service, instructions are located at [http://www.afpc.randolph.af.mil/dpc/Subscription/DPC\\_Sub.htm](http://www.afpc.randolph.af.mil/dpc/Subscription/DPC_Sub.htm). There will also be a Public Affairs article which will be sent to all bases for publication.

Employees will make their TSP Catch-Up Contribution elections via the BEST automated phone system -- at this time we do not expect the Employee Benefits Information System (EBIS) to be ready to take enrollments. TSP Catch-Up Contribution elections made between 25 Aug through 6 Sep 03 will be effective 7 Sep 03, with the first deduction occurring on pay date 26 Sep 03. Enrollments submitted on or after 7 Sep 03 will be effective at the beginning of the following pay period. Click [here](#) for instructions on how to access the BEST phone system.

If you have electronic capability, please forward this E-mail to all directorates and organizations at your base and ask that they forward it to all levels within their organizations as quickly as possible. Employees with questions about the TSP catch-up contributions program can find more information on the BEST Homepage, or may contact a BEST Benefits Counselor at 1-800-997-2378, or commercial 527-2378 within the San Antonio TX area. Hearing impaired employees may reach a counselor by calling 1-800-382-0893, or commercial 565-2276 within San Antonio.

We appreciate your continued support.

Chief, Special Operations Division  
AFPC/DPCM