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**ARC Monthly Bulletin July 2019**  
*Valuable information for ARC's customers*

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**HEADLINES**

**Procurement:**

1. PRISM Requisition Refresher Training
2. PRISM Buyer Refresher Training

**Human Resources:**

3. TSP Contribution Limit Reminder

**General:**

4. OBI Training
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**FULL STORIES**

**1. PRISM Requisition Refresher Training**

We provide PRISM Requisition refresher training to assist our customers in their efforts to effectively transition newly hired staff and meet other potential training needs. This training is provided to our customers at no additional charge. We will conduct PRISM refresher training sessions July 15<sup>th</sup> and July 16<sup>th</sup>, 2019. All current PRISM users will receive information, via email, about how to sign up for the classes.

For additional information, contact PRISM Support at 304-480-8000 (Option 2) or [PrismSupportTeam@Fiscal.Treasury.Gov](mailto:PrismSupportTeam@Fiscal.Treasury.Gov).

**2. PRISM Buyer Refresher Training**

We provide PRISM Buyer refresher training to assist our customers in their efforts to effectively transition newly hired staff and meet other potential training needs. This training is provided to our customers at no additional charge. We will conduct PRISM refresher training sessions July 17<sup>th</sup> and July 18<sup>th</sup>, 2019. All current PRISM users will receive information, via email, about how to sign up for the classes.

For additional information, contact PRISM Support at 304-480-8000 (Option 2) or [PrismSupportTeam@Fiscal.Treasury.Gov](mailto:PrismSupportTeam@Fiscal.Treasury.Gov).

**3. TSP Contribution Limit Reminder**

Employees covered by the Federal Employees Retirement System (FERS), including FERS-RAE (Revised Annuity Employee) and FERS-FRAE (Further Revised Annuity Employee), who reach the Thrift Savings Plan (TSP) annual contribution limit before the end of the tax year will miss receiving agency matching contributions. The contribution limit for the 2019 tax year is \$19,000.

TSP contributions—including agency matching contributions—for FERS-covered employees will stop when the annual limit is reached. To maximize receipt of agency contributions, FERS employees should continue investing at least five percent of salary—the amount that produces the

maximum agency contribution—during every pay period of the tax year. Employees covered by the Civil Service Retirement System receive no agency contributions to the TSP and are not affected by this issue.

The TSP "[How Much Can I Contribute](#)" calculator can assist employees in calculating the TSP contributions needed to maximize agency contributions for the tax year. Employees can also read more about the TSP annual contribution limit at <https://www.tsp.gov/making-contributions/how-much-can-i-contribute/#top>.

Employees can make TSP contribution elections/changes using the Employee Personal Page: <https://www.nfc.usda.gov/epps>.

For additional information, contact the Benefits Service Center at [Benefits@Fiscal.Treasury.Gov](mailto:Benefits@Fiscal.Treasury.Gov) or 1-866-868-4357 (toll free).

#### 4. OBI Training

The Business Intelligence Group provides OBI refresher training to assist our customers in their efforts to effectively transition newly hired staff and meet other potential training needs. This training is provided to our customers at no additional charge. We will be conducting OBI training sessions in Washington, DC, on the dates provided below. All current OBI users will receive information via email from the Oracle Support Team about how to sign up for the

##### **OBI Plus Analysis Training**

July 9th  
July 10th  
July 11th  
July 24th  
July 25th

##### **OBI Viewer Training**

July 24th – two half day sessions  
July 25th – two half day sessions

For additional information contact Oracle Support at 304-480-8000 (Option 3) or [OracleSupportTeam@Fiscal.Treasury.Gov](mailto:OracleSupportTeam@Fiscal.Treasury.Gov).

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