



Transportation
Security
Administration

U.S. Department of Homeland Security
LaGuardia Airport
75-20 Astoria Boulevard, Suite 300
East Elmhurst, N.Y. 11370

Date: **September 08, 2008**

To: All Personnel
LaGuardia Airport, LGA

From: Dennis Cesternino
Payroll

Subject: Comp Time

Several employees have recently seen their Comp. Time balances diminishing over the last few pay periods and have made inquiries to our payroll office. This recent occurrence has been happening through out the country. No prior warning was transmitted, as to comp. time expiring.

The policy is in the process of being updated. Currently it still stands that comp. time has a 160 hour cap. However the NFC (National Finance Center) is following the OPM (Office of Personnel Management) guidance that was established last year, that stated comp. time earned after PP#10/2007 would drop off after 26 pay periods .The TSA has Not agreed to this policy, but the NFC caters to more than just our agency. Once TSA has made a decision on a new policy, cases will be reviewed and adjusted depending on the policy decisions.

A decision is expected by the fall, and employees are advised to keep their comp. balances under the 160 hour cap and to use their comp. time as expeditiously as possible. When further guidance is received from the TSA, we will inform our personnel of the policy.

Thank you,

Dennis Cesternino