

## **Attachment to: Benefits Administration Letter 13-402 – Federal Benefits Open Season 2013 Rider Information**

The U.S. Office of Personnel Management (OPM) is offering printed copies of the following publications through the rider system. **OPM does not stock supplies of any of the publications.** If you have any questions about this rider, please call (202) 606-0623.

The cutoff date for ordering items from this rider is **September 19, 2013**. In order to provide products to our customers on a timely basis, we will not extend this date. We expect to begin shipping to agency distribution points on or before **October 24**.

The PDF version of these publications will be available on our website at [www.opm.gov/healthcare-insurance/healthcare/plan-information/guides](http://www.opm.gov/healthcare-insurance/healthcare/plan-information/guides). Since the PDF version can be printed as needed, this may be a better alternative for items you need in smaller quantities.

The actual cost of items will vary, depending upon the various specifications and quantity. The **estimated costs** below are **based upon previous actual costs**. Generally, the more copies ordered decreases the unit cost and fewer copies ordered increases the unit cost. However, the most economical way of obtaining bulk quantities is to ride the OPM printing requisition(s).

When ordering the *Guide to Federal Benefits* please consider this as a useful resource for new employees. The Guide includes important information about an employee's overall benefit package. Therefore, order an amount sufficient for your new employees, benefit fairs, and ongoing employee needs.

This is the November 2013 edition of the *Guide to Federal Benefits*. The Guide provides summary information on the programs that participate in the Open Season: the Federal Flexible Spending Account Program (FSAFEDS), the Federal Employee Dental and Vision Insurance Program (FEDVIP), the Federal Employees Health Benefits Program (FEHB). Information on program features, enrollment instructions, and participating plans and rates is included. Guides also provide information about the Federal Employees' Group Life Insurance Program (FEGLI) and the Federal Long Term Care Insurance Program (FLTCIP); however, these two programs do not participate in the Federal Benefits Open Season.

**RI 70-1,  
Guide to Federal Benefits:  
For Federal Civilian  
Employees**

The estimated page count is 112. This self-covered publication is 216 x 280 mm (8 1/2" x 11") and is printed in black ink on white sub. 50 offset book stock. Folio 1 print in black and blue ink (PMS 287). The estimated printing cost is \$.49 per copy.

**RI 70-5,  
Guide to Federal Benefits:  
For Temporary Continuation  
of Coverage (TCC) and  
Former Spouse Enrollees –  
Individuals Eligible To Enroll  
For: TCC or Coverage under the  
spouse equity law or similar  
statutes providing coverage to  
former spouses**

The estimated page count is 84. This self-covered publication is 216 x 280 mm (8 1/2" x 11") and is printed in black ink on white sub. 50 offset book stock. Folio 1 print in black and green ink (PMS 340). The estimated printing cost is \$.46 per copy.

**RI 70-6,  
Guide to Federal Benefits:  
For Individuals Receiving  
Compensation from the Office  
of Workers' Compensation  
Programs (OWCP)**

The estimated page count is 108. This publication has a separate wrap-around cover, is 216 x 280 mm (8 1/2" x 11"), and is printed in black ink. Cover 1 print in black and red ink (PMS 200) The text is printed on a white sub. 50 offset book stock while the separate wrap-around cover is printed on a White Vellum Finish Cover. The estimated printing cost is \$1.14 per copy.

**RI 70-8,**  
**Guide to Federal Benefits: For**  
**Certain Temporary**  
**Employees** – *Those eligible to*  
*enroll in the FEHB Program*  
*under 5 U.S.C. 8906a*

The estimated page count is 112. This self-covered publication is 216 x 280 mm (8 1/2" x 11") and is printed in black ink, on white sub. 50 offset book stock. Folio 1 print in black and buff ink (PMS 1205) border around them. The estimated printing cost is \$1.00 per copy.

**RI 70-9,**  
**Guide to Federal Benefits:**  
**For Federal Retirees and**  
**Their Survivors**

The estimated page count is 104. This self-covered publication is 216 x 280 mm (8 1/2" x 11") and is printed in black ink, on white sub. 50 offset book stock. Folio 1 print in black and Tan ink (PMS 472). The estimated printing cost is \$.88 per copy.

**RI 70-10,**  
**Guide to Federal Benefits:**  
**For Federal Civilian**  
**Employees** – *Large Print Only*

The estimated page count is 112. This self-covered publication is 280 x 432 mm (11" x 17") and is printed in black ink, on white sub. 50 offset book stock. Folio 1 print in black and blue ink (PMS 287). The estimated printing cost is \$2.85 per copy.

# Ordering, Cost Estimate and Distribution Information

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Departments and agencies may order the publications listed in this issue by riding the OPM printing items indicated below. Field and regional offices should submit their requirements to their department or agency Washington, DC area headquarters printing officer before the cutoff date shown.

Agencies may estimate costs by using the current GPO price list of printing services and the information given in the description of each publication. PLEASE NOTE: The U.S. Office of Personnel Management cannot provide agencies with the exact cost of the individual publications listed in this flyer. The cost agencies will pay is an actual production cost which varies greatly, depending upon the various specifications of the publication, especially the quantity. Individual unit cost can vary significantly, usually decreasing as the total quantity printed increases. Since we are unable to estimate the total quantity that agencies will order, accurate estimates are nearly impossible to gauge.

OPM regrets this inconvenience; however, your agency headquarters printing officer may be able to assist you.

Agencies may order a bulk supply from GPO and make their own distribution to component offices or have GPO make the distribution (distribution list should be attached to the Standard Form 1 showing the number of copies to be sent to each address). ***The Unit of Issue is 5 per package, thus the smallest amount of an item that can be ordered is 5. The total quantity of your order for each item must be divisible by 5.***

NOTE: Field or regional activities should coordinate their requirements with their Washington, DC area headquarters printing officer before submitting any paperwork. GPO will return all requisitions sent directly from field or regional offices.

Item No. FY 2013	Publication Title	ID Number	Refer to Edition	Cutoff Date to GPO (SF 1)
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**PLEASE NOTE: OPM has discontinued listing requisition numbers; instead, we are asking you to refer to the item number and title when ordering these publications. Please substitute the item number in the requisition number space on the SF-1. Thank you for your observance of this important change.**

1621.	Guide to Federal Benefits: For Federal Civilian Employees .....	RI 70-1	11/13	9/19/13
1622.	Guide to Federal Benefits: For TCC & Former Spouse Enrollees.....	RI 70-5	11/13	9/19/13
1623.	Guide to Federal Benefits: For Individuals Receiving Compensation from OWCP .....	RI 70-6	11/13	9/19/13
1624.	Guide to Federal Benefits: For Certain Temporary Employees .....	RI 70-8	11/13	9/19/13
1625.	Guide to Federal Benefits: For Federal Retirees and Their Survivors .....	RI 70-9	11/13	9/19/13
1626.	Guide to Federal Benefits: For Federal Civilian Employees (LARGE Print) .....	RI 70-10	11/13	9/19/13

Additional information on the publications listed in this issue, questions or suggestions regarding this RS **Rider**, may be obtained from the Retirement Services Publications Team by calling (202) 606-0623.