



TRADOC G-2 Operations Offers Employees Insight



Margaret Ostrenko, Jan 2011

The "business" office for TRADOC G-2 Fort Monroe manages three large administrative components: contracts, human and financial resources. Known as G-2 Operations, they perform these staff functions for not just HTS, but other organizations as well, tracking personnel, budget, pay and a host of issues for hundreds of employees.

Deputy Director of Operations Sarah Brown says, "working with HTS is like managing three tribes -- military, contractors and Department of Army Civilians, whose benefits and pay are all separately determined." Operations tracks HTS employee movement through the government's personnel system, into and out of theater, and into detail assignments. The Operations staff is responsible for maintaining a tightly controlled daily accountability system, with the commander of TRADOC receiving weekly reports on all deployed TRADOC employees.

Preparing to prepare your taxes

CPT Green (Clifton.green2@conus.army.mil), who handles many DAC HR issues for HTS, offers the following insight:

1. While deployed, federal civilian employees are not eligible for tax exempt status.
2. 2010 W-2s are available on-line. You may go to myPay and check for it. A copy has also been sent to your home of record.
3. If state tax is withheld, file with the state holding that income tax. If you filled out a form allowing Kansas to withhold taxes but you reside elsewhere, LT Bisquera (Anthony.bisquera@us.army.mil) can help you correct this for next year. To do so, you will need to file a correction with both the state of Kansas and with the state you are claiming residency in.
4. TDY reimbursement for travel is not taxable, is not calculated into wages earned on your W-2, and does not need to be separately declared.
5. It is recommended that you consult a tax professional regarding what deductions are or are not allowed during your time as an HTS employee.

