



**Office of
Personnel Management**
The Federal Government's Human Resources Agency

Tribal Benefits Administration Letter

Number: 12-703

Date: September 24, 2012

Subject: 2012 FEHB Open Season for Tribal Employees: Conducting the Open Season

This Tribal Benefits Administration Letter (TBAL) is the third in our series of 2012 Federal Employees Health Benefits (FEHB) Open Season for Tribal Employees TBALs. This TBAL (12-703) provides instructions on conducting the FEHB Open Season for Tribal Employees. You can find previously issued Open Season TBALs at www.opm.gov/insure/health/tribes/reference/hr.asp.

This TBAL is divided into five sections as indicated below to more efficiently provide information regarding your responsibilities for the upcoming Open Season.

- **Attachment 1: Inform Tribal Employees and Provide Information about the FEHB Open Season**
- **Attachment 2: Going Green – View Your FEHB Brochure Online or Contact Your Plan for a Paper Brochure**
- **Attachment 3: Tribal FastFacts: What to Consider During the FEHB Open Season for Tribal Employees**
- **Attachment 4: Advise Tribal Employees on the FEHB Program**
- **Attachment 5: Process FEHB Enrollment Actions**

Please distribute Attachments 2 and 3 to your tribal employees and inform them that the 2013 plan information will be available in late October.

- **Going Green – View Your FEHB Brochure Online or Contact Your Plan for a Paper Brochure (Attachment 2)** - discusses the employees' option of either viewing their brochure online or requesting a paper brochure
- **Tribal FastFacts: What to Consider During the FEHB Open Season for Tribal Employees (Attachment 3)** - provides a step-by-step process of what to think about during Open Season

This year's FEHB Open Season for Tribal Employees will run from Monday, November 12 through Monday, December 10, 2012.

Visit our website at www.opm.gov/tribalprograms and learn more about the FEHB Program.

If you are not already receiving the TRIBALPROGRAMS Listserv, please subscribe by sending an email to tribalprograms@opm.gov. In the body of the email, please indicate that you would like to be added to the listserv and include your first and last name.

If you have specific questions, please contact your Tribal Benefits Officer. If you are a Tribal Benefits Officer and you have questions, please contact the Tribal Desk at tribalprograms@opm.gov or 202-606-2530.

Sincerely,

John O'Brien
Director
Healthcare and Insurance