INSTRUCTIONS FOR COMPLETING THE OPTION B/C SECTIONS OF THE SF 2818
“CONTINUATION OF LIFE INSURANCE COVERAGE AS AN ANNUITANT OR
COMPENSATIONER”

The SF 2818, “Continuation of Life Insurance Coverage as an Annuitant or Compensationer”, is currently being revised based on new regulations which took effect October 1, 2010. The new regulations eliminate the “second opportunity” election as described in Page 2 “Optional Insurance” for those who are eligible and elect to continue Option B and/or Option C into retirement. Until the new form is ready, please use the current form.

Make your Basic and Option A elections per the instructions on the form. For Options B & C, disregard the current information on page 2 of the form regarding a second opportunity. You must make your final Option B and/or Option C election now, as retiring employees already do for Basic and Option A. There is no second opportunity to change your election, and you will not receive a “second election opportunity” letter. You can always change your Option B and/or Option C reduction election to “Full Reduction” at any time (if you have not assigned your coverage).

Option B – Additional Optional Insurance

11. How many multiples of Option B do you want to have in retirement/compensation? (You can elect up to the number of multiples you currently have and are eligible to continue into retirement).

> In Box 11 for Option B, you should indicate the total number of multiples you want in retirement or compensation. You can elect up to 5 multiples.

12. What level of coverage do you want for Option B?

> In Box 12 for Option B, you should put a number in each box to indicate how many multiples for Full Reduction and how many multiples for No Reduction you want. If the number is zero, a “0” should be written in the box. NOTE: Both boxes should have a number even though the directions state you should check only one box. The sum of the numbers in the two boxes of Block 12 should be equal to the total number of multiples you elected in Block 11.

Option C – Family Optional Insurance

14. How many multiples of Option C do you want to have in retirement/compensation? (you can elect up to the number of multiples you currently have and are eligible to continue into retirement).

> In Box 14 for Option C, you should indicate the total number of multiples you want in retirement or compensation. You can elect up to 5 multiples.

15. What coverage level do you want for Option C?

> In Box 15 for Option C, you should put a number in each box to indicate how many multiples for Full Reduction and how many multiples for No Reduction you want. If the number is zero, a “0” should be written in the box. NOTE: Both boxes should have a number even though the directions state that you should check only one box. The sum of the numbers in the two boxes of Box 15 should be equal to the total number of multiples you elected in Box 14.