

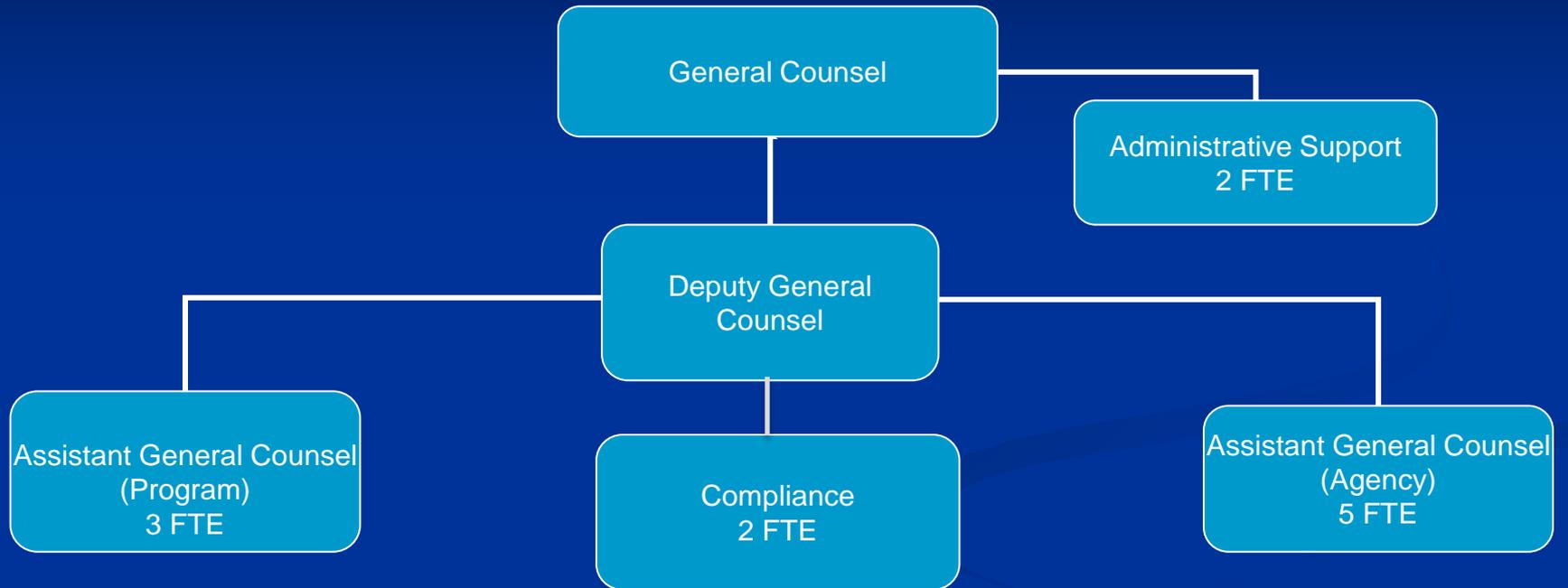
Office of General Counsel

James B. Petrick
General Counsel

Functional Statement

To represent the interest of the participants and beneficiaries of the Thrift Saving Plan by providing advice to the Executive Director, Board Members, and staff of the Federal Retirement Thrift Investment Board concerning their legal duties and responsibilities under the Federal Employees' Retirement System Act of 1986 and other applicable laws.

OGC Organization



Program Group

- Advises the named fiduciaries of the Thrift Savings Plan (the Members and the Executive Director of the Federal Retirement Thrift Investment Board (FRTIB)) concerning their fiduciary and other legal duties and responsibilities under the Federal Employees' Retirement System Act of 1986 (FERSA), as amended
- Provides advice to the Executive Director and the staff of the FRTIB and its contractors concerning the proper interpretation of the provisions of FERSA and other applicable laws and regulations in administering the TSP

Agency Group

- Provides advice to the Executive Director and the staff of the FRTIB concerning issues arising from the FRTIB's status as an independent agency within the Executive Branch of the United States. These include matters involving the interpretation of laws and regulations relating to human resources, contracts, ethics, and the Freedom of Information and Privacy Acts.
- Provides ethics and Privacy Act training to the named fiduciaries, FRTIB staff, and contractor personnel.

Compliance Group

- Provides advice concerning applicability of and compliance with laws, regulations, Executive Orders, OMB Memoranda, and other materials as they relate to FRTIB and TSP operations.
- Monitors legislative, regulatory and other legal developments throughout the government to determine if potential legal compliance issues exist.

Cross Functional

- Drafts and handles the publication of all regulations for the FRTIB, including regulations required by FERSA and other applicable laws.
- Working with the Office of External Affairs, reviews all legislation proposed by Congress or Congressional staff that could affect the TSP or the FRTIB and their operations and drafts legislation pertaining to the TSP and FRTIB, including legislation proposing changes to FERSA.
- Handles all litigation that arises involving the TSP or the FRTIB. Works directly with the U.S. Department of Justice and any other entities to monitor and determine the proper positions to take in such litigation and recommends any settlements to the Executive Director.

Accomplishments FY 2014

- Implementation of enhanced privacy review procedures through hiring of attorney specializing in privacy
- Increased support of contracting function through regular liaison with contracts office
- Increased support of HR function through regular liaison with HR office
- Key contributor to agency-wide projects, including Mutual Fund Window analysis, death processing improvements, and security enhancements
- Supported L Fund legislative initiative
- Final tax levy and Mandatory Victims Restitution Act (MVRA) regulations
- Multiple compliance memoranda

Initiatives FY 2015

- Continuing review of policies and procedures with OERM
- Creation of OGC opinion database
- Support for acquisition policies
- Establishment of Agency compliance function
- Tracking client service metrics
- Succession planning for GC retirement