



Post-Deployment Checklist

This checklist will help you prepare for your return to civilian employment. For additional details, please review the Pre-Deployment section of the VA Deployment Lifecycle Guide for Service Members on the *VAforVets* website.

Directions: Complete each activity on this checklist. Place a check mark in the box provided next to the activity when completed.

1. Notify your supervisor as soon as possible

- When you have a firm date for your return to employment
- If you need any special accommodations
- To initiate an SF-52, Request for Personnel Action

2. Contact your local Deployment & Reintegration (D&R) Regional Manager that represents your state. Please view the listing of Regional Managers on the VA for Vets website: <http://www.VAforVets.VA.gov>.

- Discuss any questions or concerns you may have related to USERRA or the Deployment Lifecycle

3. Meet with your HR Practitioner

- Discuss any questions with your HR practitioner that you may have about returning to VA
- Contact your work life benefits counselor to discuss buy back of your military time and TSP contributions.

4. Update Resume

- Add new skills to your resume that you may have acquired while deployed, by logging into www.ebenefits.va.gov.