

# View My Payslip

## Overview

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### Introduction

This guide provides procedures for viewing your Retiree Payslips in Direct Access (DA).

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### Before you Begin

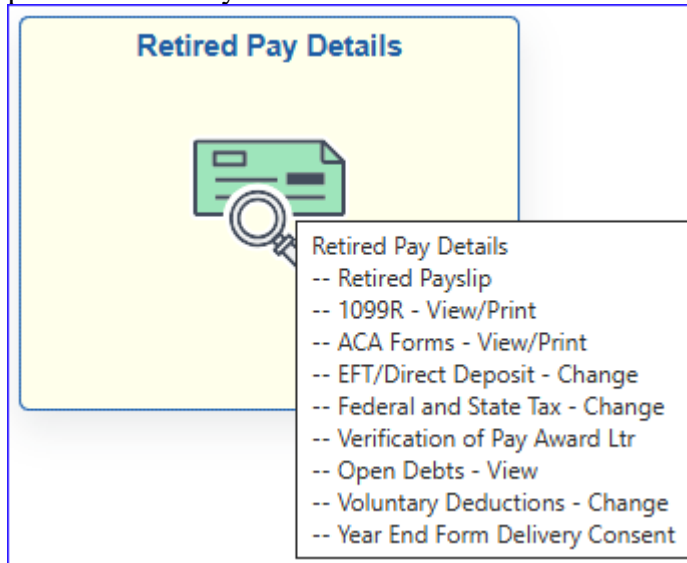
Payslips, 1099R, and ACA forms will open in a new tab. It is important to turn off the pop-up blocker in your web browser to view them. If you are using a MAC, you may need to download another browser such as Chrome or Internet Explorer. For more information on how to turn off the pop-up blocker, see the **Direct Access Compatible Browsers** user guide.

You will also need Adobe Acrobat reader installed. An Adobe Acrobat link is provided upon opening the Payslip, 1099R, and ACA forms pages.

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### Update to Direct Access Homepage

There is a new “hover” feature that shows what is covered under a particular tile as your mouse moves over the tile as shown below.



### Contents

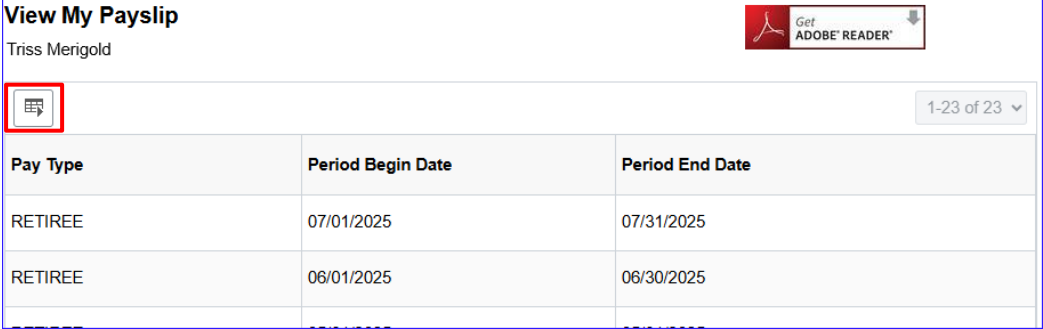
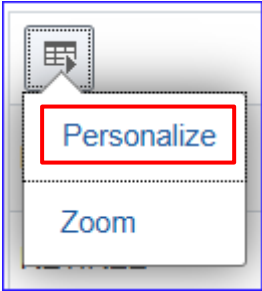
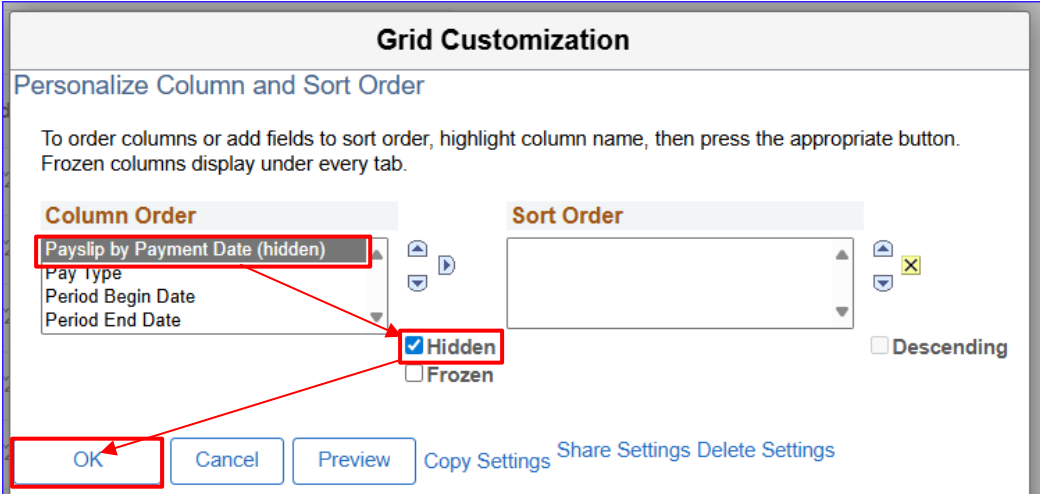
Topic	See Page
<a href="#">Payslip Link not Available</a>	2
<a href="#">View My Payslip</a>	4

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## Payslip Link not Available

**Introduction** This section provides the procedures for accessing your Retiree payslip in DA when no link for the payslip is available.

**Procedures** See below.

Step	Action
1	<p>Click on the <b>Grid Action Menu</b> box in the upper left corner of the View My Payslip page.</p> 
2	<p>Select Personalize.</p> 
3	<p>Click on <b>Payslip by Payment Date (hidden)</b> to highlight it and then click the <b>Hidden</b> box to uncheck it. Click <b>OK</b>.</p> 

*Continued on next page*

## Payslip Link not Available, Continued

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### Procedures, Continued

Step

4

Action

Once done, you should see the Payslip by Payment Date column. Click the **Date link** to view the Payslip.

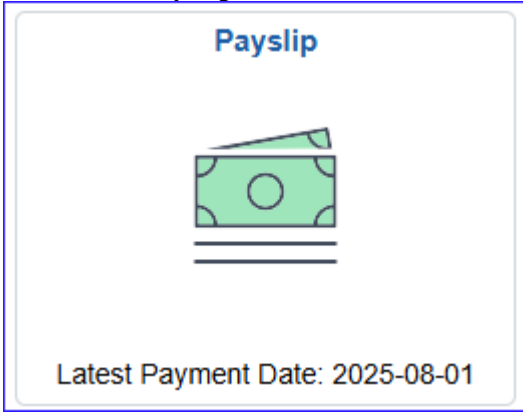
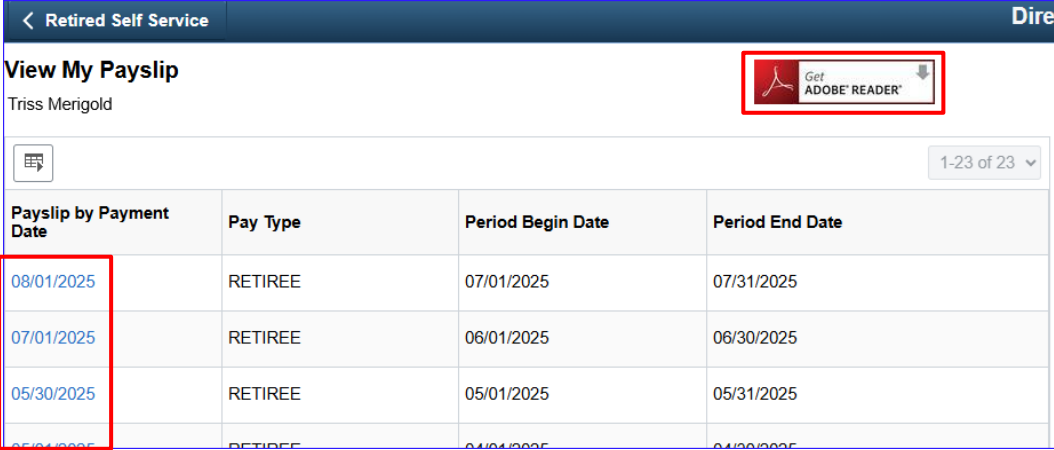
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Payslip by Payment Date	Pay Type	Period Begin Date	Period End Date
<a href="#">08/01/2025</a>	RETIREE	07/01/2025	07/31/2025
<a href="#">07/01/2025</a>	RETIREE	06/01/2025	06/30/2025
<a href="#">05/30/2025</a>	RETIREE	05/01/2025	05/31/2025
<a href="#">05/01/2025</a>	RETIREE	04/01/2025	04/30/2025

## View My Payslip

**Introduction** This section provides the procedures for viewing your Retiree payslip in DA.

**Procedures** See below.

Step	Action
1	Log into DA Self Service at <a href="#">Direct Access Self Service</a> .
2	<p>Select the <b>Payslip</b> tile from the Retiree Self Service homepage.</p> 
3	<p>Your Payslips will display with the most recent payment date at the top of the list. Click the <b>date</b> link for the Payslip you wish to view.</p> <ul style="list-style-type: none"> <li>• You will need Adobe Reader to view Payslip. Download it by clicking on the <b>Get ADOBE READER</b> link and following the instructions provided by Adobe.</li> <li>• Remember, you will need to turn off the pop-up blocker in your web browser.</li> <li>• Generating a Payslip can take up to a minute. Click the <b>Payment Date</b> link only once.</li> </ul> <p><b>NOTE:</b> If a Payslip older than the ones available in this section is required, please contact <a href="#">PPC Customer Care</a> to request the unlisted Payslip.</p> 

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## View My Payslip, Continued

Procedures,  
Continued

Step

4

Action

The selected Payslip will open in a new tab.

TRISS MERIGOLD  
1234 RIVIA LANE  
CINTRA TEMERIA 12345

DEPARTMENT OF HOMELAND SECURITY  
U.S. COAST GUARD  
CG-5209-RET (REV 12-07)

USCG / PHS / NOAA  
RETIREE/ANNUITANT  
STATEMENT OF MONTHLY INCOME

Period Covered  
1-31 JUL 2025

Pay Grade  
E7

Employee ID  
1234567

Pay Delivery  
EFT

BIRTHDATES FOR SBP PURPOSES

SBP INFORMATION

Member  
1985-SEP-02

Beneficiary/Spouse  
1982-JUN-29

Youngest Child  
N/A

Coverage Type  
8-Elet Out

Base Amount  
0.00

Annuity  
0.00

ENTITLEMENTS

OLDNEW

CRDP2,424.892,424.89

RETIRED PAY2,639.002,639.00

TOTAL ENTITLEMENTS5,063.895,063.89

ALLOTMENTS

OLDNEW

FEDVIP Vision20.5820.58

FEDVIP Dental114.47114.47

TOTAL ALLOTMENTS135.05135.05

YOUR NET PAY

Old Amt  
2,272.21

New Amt  
2,272.21

Name  
YNC Triss Merigold USCG RET

BANK NAME

ROUTE NBR

AMOUNT

USAA FEDERAL SAVINGS

314074269

2,272.21

FEDERAL TAXES

STATE TAXES

Exemptions  
S/0

Mo Tax Income  
2,639.00

Income YTD  
20,168.56

Withheld YTD  
1,740.71

State #1  
MO

Withheld YTD  
0.00

State #2

Withheld YTD  
0.00

>COMMENTS ARE ON REVERSE SIDE

REMARKS:  
Effective July 1, 2025, the premiums for the Veterans' Group Life Insurance (VGLI) will be automatically discounted. Learn more about how this impacts you at: <https://www.benefits.va.gov/INSURANCE/vglispring2025discount.asp>

YOUR PAY DATA CHANGES:

IF YOU HAVE QUESTIONS, CONTACT:  
COMMANDING OFFICER (RAS)  
USCG PAY & PERSONNEL CENTER  
444 SE QUINCY STREET  
TOPEKA, KS, 66683-3591 PHONE: 1-866-772-8724

RETIRED PAY RECORDS ARE COMPUTER MATCHED WITH OTHER FEDERAL EMPLOYMENT AND BENEFIT RECORDS FOR DEBT PURPOSES. BE SURE TO VERIFY ALL DATES OF BIRTH LISTED ABOVE FOR DEERS PURPOSES.

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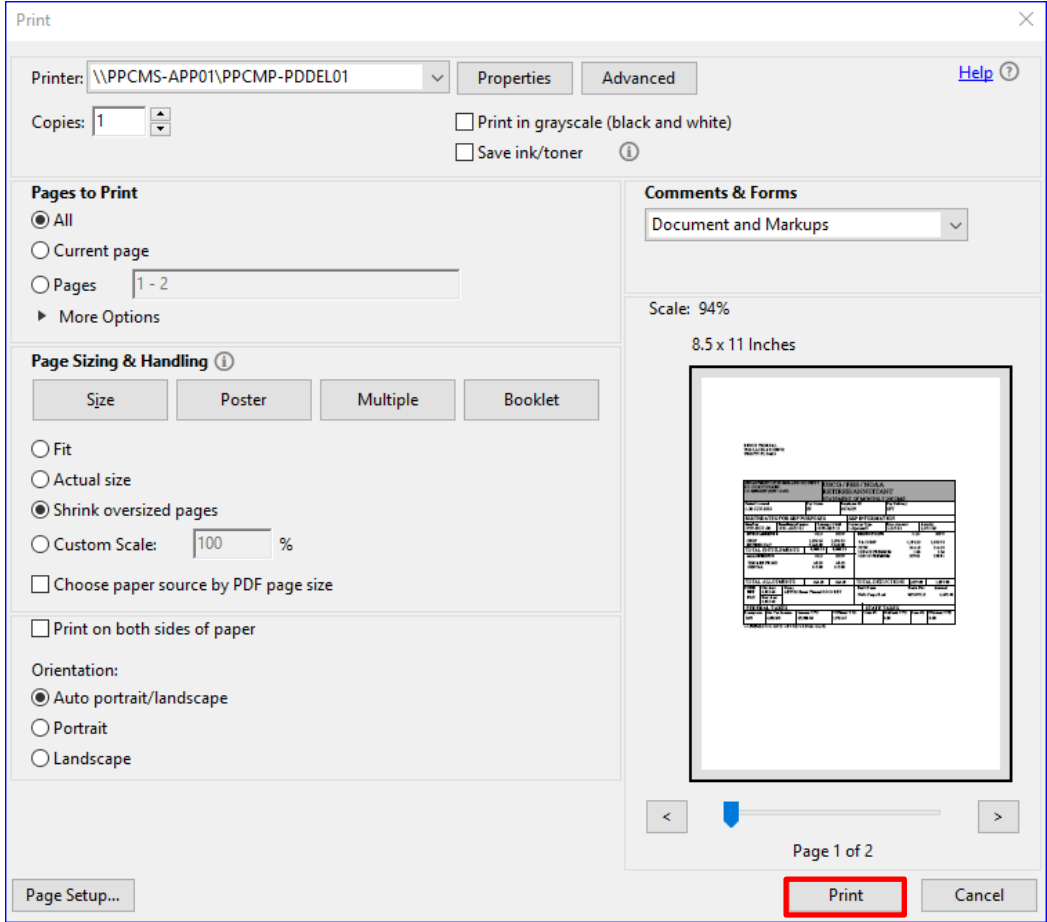

The Payslip may be printed and/or saved.

- To print: Click the **printer** icon located on the document's tool bar
- To save, skip to **Step 6**.

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## View My Payslip, Continued

### Procedures, Continued

Step	Action
6	<p>The printer dialog box will open. Ensure the printer's name is correct and click <b>Print</b>.</p> 
7	<p>To save the document to the computer, click the <b>disk</b> icon located in the document's tool bar.</p> 
8	<p>To exit out of the Payslip, you will need to close the tab.</p> <ul style="list-style-type: none"> <li>• To view another Payslip, select another date from the list and repeat steps 3-6 as needed.</li> <li>• To return to the main home page click the <b>House</b> icon.</li> </ul> 