

Subject: PERS: Employer monthly update for July 2012.

Dear PERS employer:

In this update:

- 1) MACR processing “tip” for July.
- 2) Independence Day holiday Wednesday, July 4.
- 3) Reporting unused sick leave hours for data verifications begins July 1, 2012.

- 1) MACR processing “tip” for July.

Those hired December 2-31, 2011 will complete their six full month waiting time on June 30, 2012. If they also continue the “employer-employee” relationship beyond that date (they don’t terminate employment), they’ll establish membership with a Contribution Start Date (CSD) of July 1, 2012. Remember that EDX Release 6.0, active June 2011, introduced posting restrictions on DTL2 records which allow DTL2 wage code 01 (Regular wages) records to post only to “active service” positions (“active service” positions created by posting new hires with “qualifying” hire intent), and allow DTL2 wage code 02 (Regular/Non-Qualifying) records to post only to “non-qualifying” positions (“non-qualifying” positions are created by posting new hires with “non-qualifying” hire intent). The hire intent is important in determining eligibility for partial years. If you need to withhold contributions for an employee but still maintain non-qualifying hire intent then you may post the new hire as non-qualifying and then submit a DCR to request the position status be changed from “non-qualifying” to “active service”. This will allow records to post with contributions and retain the non-qualifying hire intent.

Contact your ESC account representative if you have questions about hire intent and use of DTL2 wage codes.

- 2) Independence Day holiday Wednesday, July 4.

PERS staff will observe the Independence Day holiday Wednesday, July 4, 2012. All PERS offices will be closed and no PERS staff will be available. EDX batch processing will be run Tuesday evening, July 3, and not again until Thursday evening, July 5. Barring EDX batch problems, EDX online will be available by 6:00 am, Wednesday, July 4, and remain available until 6:00 pm, Thursday, July 5, 2012.

- 3) Reporting unused sick leave hours for data verifications begins July 1, 2012.

Beginning July 1, 2011, OPSRP and Tier One/Tier Two active and inactive members within two years of earliest service retirement age can request from PERS a verification of data used to compute PERS retirement benefits. Data verified beginning July 1, 2011 included creditable service or retirement credit, final average salary, and Tier One/Tier Two regular and variable member account balances.

Verification of unused sick leave hours (if the employer participates in the PERS sick leave program), was delayed until July 1, 2012. This is a reminder that reporting unused sick leave hours for a data verification request is now in effect.

More information on retirement data verification is available through the PERS employer website, www.oregon.gov/pers/emp/index.shtml as an FAQ titled: SB897 and Retirement Data Verification (updated 11/23/10) and in Employer Announcement #68, Retirement Data Verification.

Best regards,...