

Subject: February 2013 Employer monthly update.

Dear PERS employer:

In this update:

- 1) MACR tip for February.
- 2) ACH (Automated Clearing House) Transfer Date.
- 3) Employer Announcement #33: USERRA Reporting, updated for reporting timeframes.
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- 5) Employer PERS Actuarial Valuation Reports for 2011 now available through the PERS Employer website.
- 6) Employer data verification response time reduced from 60 days to 30 days effective January 25, 2013.

- 1) MACR tip for February.

We're now midway through the second phase of 2012 MACR and ask that employers continue their efforts to resolve remaining 2012 eligibility issues and post-related records and reports. Employers should make every effort to have final 2012 records and reports posted prior to the March 5, 2013 statement and should pay the March 5 statement in full.

Earnings on calendar year 2012 contributions invoiced on the March 5 statement will be provided by PERS investment earnings for 2012. However, earnings on calendar year 2012 contributions invoiced after the March 5, 2013 statement will be considered "prior year" earnings, and must be provided by employers.

Please consult your ESC Account Team if you have any questions.

- 2) ACH (Automated Clearing House) Transfer Date:

Payment of PERS invoices is done electronically, and payments are due within five business days after the invoice date. A list of those due dates is now available through [this link, http://www.oregon.gov/pers/EMP/docs/er_general_information/2013_ACH_transfer_dates_%20all_reporting_frequencies_1-7-13.pdf](http://www.oregon.gov/pers/EMP/docs/er_general_information/2013_ACH_transfer_dates_%20all_reporting_frequencies_1-7-13.pdf). The link, titled "2013 ACH Transfer Dates for all Reporting Frequencies (1-7-13)," may also be found through the "**Employer Tools**" link on the PERS employer webpage, www.oregon.gov/pers/emp/pages/index.aspx

- 3) Employer Announcement #33: USERRA Reporting, updated for reporting timeframes:

"Employer Announcement #33: USERRA Reporting" now provides time frames for submission of employer documentation. The suggested time frame allows for adequate processing time within USERRA eligibility guidelines.

Announcement # 33 is available through this link:

http://www.oregon.gov/pers/EMP/docs/er_announcement/2005/er_announcement_33_update%281-15-13%29.pdf or through the “**Announcement Archives**” link under the “**Employer Announcements**” heading on the PERS employer webpage.

4) Employer Appeal Rights information availability:

Employers may appeal PERS eligibility determinations, statement invoices, or determinations that affect them. Those appeals are made through a formal process detailed in a document available through this link:

<http://www.oregon.gov/pers/EMP/Pages/Employer-appeal-Rights.aspx> or through a link titled “**Employer Appeal Rights**” in the site navigation area on the left side of the PERS employer webpage.

5) Employer PERS Actuarial Valuation Reports for 2011 now available through the PERS Employer website:

Employers can now find the PERS Actuarial Valuation Reports for 2011 through the PERS employer website. This information is made available because many PERS employers undergo annual organization audits, and PERS financial information may be part of that audit.

The PERS financial reports for individual employers are now available through this link: http://www.oregon.gov/pers/Pages/section/financial_reports/2011-Actuarial-Valuation-Reports.aspx. The link (“**2011 Actuarial Valuation Reports (1/15/2013)**”) can also be found on the Employer webpage in the “**Employer News**” area, or “**Actuarial Services**” under “**more...**”

6) Employer data verification response time reduced from 60 days to 30 days effective January 25, 2013:

Eligible members are allowed and encouraged to request retirement data verifications as early as possible in the permitted two-year period prior to retirement, but members increasingly request data verification and submit retirement applications at the same time. This poses a timing problem, since PERS has a key performance measure to pay retirement benefits within 45 days after the member's retirement date (with a statutory requirement to do so within 92 days after the effective retirement date), and employers were originally given 60 days to respond to verification work item requests.

To resolve this timing problem, and supported by the fact that 56 percent of employers respond to data requests within 30 days, OAR 459-005-0040 was modified to shorten employer response time from 60 to 30 days after a verification request appears in the employer's work list, and to shorten from 45 to 21 days after verification receipt the period for a one-time extension of the 30 day period for an individual member request.

The reduced time frames become effective with data verification work item requests sent to employers on or after January 25, 2013. Until EDX can be updated to reflect these changes to OAR, employers will only see the correct due date for verification work items specified in PERS' comments on the work items directly.

Best regards,...