

- Annual survey — thank you
- SB 1049: Member (IAP) Redirect updates
- What to do with Designation of Beneficiary forms
- Reminder: PERS does not solicit members for retirement planning
- EDX tip: Completing work list requests

Thank you for completing our survey

Thanks to everyone who filled out the Employer Satisfaction Survey. Your thoughtful responses and feedback will help us better understand how we can support you as you help your employees prepare for retirement.

If you did not have a chance to take the survey this year, you can always share feedback with Employer Service Center Manager Laurel Galego by emailing her at Laurel.Galego@pers.state.or.us.

Member contributions change July 1, 2020

What employers need to know about the IAP Redirect

Starting July 1, 2020, for all currently employed members earning more than \$2,500 a month, a portion of their 6% IAP contribution will be redirected to a new Employee Pension Stability Account (EPSA). The EPSA was created under [Senate Bill \(SB\) 1049](#) and aims to help reduce the Unfunded Actuarial Liability and control rising employer rates. The IAP redirect and EPSA will be in effect until PERS' funded status is 90% or greater.

The most important thing for our employers to understand is that **nothing is changing with employer reporting on July 1**. The Member (IAP) Redirect for eligible members will happen behind the scenes in the PERS system.

Employers will continue to report as usual and the PERS system will recognize if a member earns above the salary threshold.

For Tier One/Tier Two members (hired before August 29, 2003)

- 2.5% of subject salary will start going into the member's EPSA to help pay for part of their future pension benefit.
- 3.5% of subject salary will continue to go into the member's IAP account.

For OPSRP members (hired after August 28, 2003)

- 0.75% of subject salary will start going into the member's EPSA to help pay for part of their future pension benefit.
- 5.25% of subject salary will continue to go into the member's IAP account.

Continued

Stay up to date!

COVID-19

- [PERS Updates on novel coronavirus \(COVID-19\)](#)
- [Reporting changes in employment caused by COVID-19 \(FAQ\)](#)

Senate Bill 1049

- [Information for PERS Employers](#)
- [Information for Members](#)
- [SB 1049 GovDelivery emails](#)
- [Reporting information for partial year salary limits](#)
- [IAP Redirect information for Tier One/Tier Two members](#)
- [IAP Redirect information for OPSRP members](#)

Employer rate-relief programs

- [Employer Rate Relief Programs webpage](#)
- [Employer Incentive Fund](#)

Other topics

- [Choose what GovDelivery emails you would like to receive](#)

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Watch and share new, animated videos that help explain the July 1 changes for currently employed members earning more than \$2,500 a month:

- [IAP contribution changes for Tier One/Two members](#)
- [IAP contribution changes for OPSRP members](#)

More details about the ESPA will be added to these member-focused webpages in the coming months.

Voluntary contributions

Members will have an option in the future to make additional **after-tax** contributions, through payroll deduction, of the redirected amount into their IAP. Only members who are subject to the redirect can make these additional after-tax contributions, and only the exact redirected amount (2.5% or 0.75%) can be made through this voluntary contribution election. Employers cannot make this contribution on a member's behalf.

Members may be able to make contributions to another retirement plan offered by their employer. Most employers offer various 457(b) or 403(b) options for employees to further save for retirement.

PERS Online Member Services is being updated to give members the ability to elect to participate and make the SB 1049 "voluntary contributions"; however, this **functionality will not be available until fall 2020**. When the election is initially available, members will have the option to retroactively request deductions back to July 1. More details will be shared with members and employers.

Once the new functionality is available, **employers will be alerted** through Work Items in EDX for all employees who have elected to make voluntary contributions. Employers will be responsible for deducting the amount from employee paychecks. **More details and procedures are being developed for employers**, so stay tuned for more information coming soon.

To begin voluntary contributions on July 1, employers can ask employees to indicate if they intend to elect voluntary contributions, and employers are welcome to begin deductions. Employers who choose to do so **will be required** to make sure any members who opt into voluntary contributions go onto Online Member Services once the new functionality is available in **late September 2020** to formally "elect" voluntary contributions. This will ensure accurate invoicing.

Thank you for your patience as we work to fully implement SB 1049.

Learn more

Timeline for Voluntary Contributions Technology Upgrades	This timeline shows key upcoming dates with our required technology and process changes.
Member Redirect Voluntary Contributions Process Map: Employer View	This process map shows that PERS must fully implement the "redirect" before we can implement the new voluntary contribution for members (via Online Member Services) and the new invoicing process for employers.
Employer Service Center Representatives	If you have any questions that are not answered in this article or on one of the above webpages, contact your ESC representative.

What to do with Designation of Beneficiary forms

Members should fill out a Designation of Beneficiary form upon hire or at any life change event (like marriage or divorce). These forms designate the person(s) your employee wants their pension and IAP to go to if they die. If your employee does not have a beneficiary designation recorded with PERS, PERS distributes their benefits as required by statute.

PERS members are supposed to send their beneficiary forms to PERS, but if they happen to turn them in to you, please send them to PERS by mail or fax (not email).

- **Mailing address:** PERS, PO Box 23700, Tigard, OR 97281-3700
- **Fax number:** 503-598-0561

Pension beneficiary form (Tier One/Tier Two members only)

- [PERS Tier One/Tier Two Pre-Retirement Beneficiary Designation](#)

There is no pre-retirement pension beneficiary form for OPSRP members. Statute only allows PERS to pay a pre-retirement death benefit to an OPSRP member's spouse, or to any other person who is constitutionally required to be treated in the same manner as a spouse, for the purpose of retirement benefits.

IAP beneficiary form (all members)

All members must fill out the **IAP Pre-Retirement Designation of Beneficiary form** that corresponds to their marital status to designate a beneficiary or beneficiaries for their IAP.

- [IAP Pre-Retirement Designation of Beneficiary Packet](#)

Oregon Savings Growth Plan (OSGP) beneficiary form

Applies only to members who participate in [OSGP](#), a voluntary 457(b) deferred compensation plan.

- [OSGP Designation of Beneficiary](#)

Reminder: PERS does not solicit members for retirement planning

Please be aware that your employees may receive emails or be contacted by various companies that offer information regarding PERS or other retirement accounts. **PERS does not recommend or endorse any particular company for retirement planning.** PERS also does not reach out directly to members to offer to schedule them for PERS events. Any such emails are likely **not from PERS staff**.

Members would only be contacted by PERS staff if they have signed up to obtain education or retirement forms assistance (RAAS) if they have registered through the PERS website (www.oregon.gov/PERS) or by contacting PERS Member Services at 888-320-7377.

If you ever receive an email that you are not sure is from PERS, you are welcome to contact PERS Member Services at Member.Services@pers.state.or.us or contact your [Employer Account Representative](#).

PERS Education Sessions

- [Tier One/Tier Two education sessions](#)
- [OPSRP education sessions](#)
- [Retirement Application Assistance Sessions](#)

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EDX tip of the month: Completing work list requests

There are a number of work item types that may appear on your work list in EDX. Check for them regularly and complete the requests as quickly as possible; your employees' benefit calculations and payments depend on it.

This table provides a brief explanation of each type of work item request. For instructions on fulfilling each request, see the [EDX User Guide](#), section 10, "Viewing and Completing On-Line Forms."

Demographic Correction Request (DCR)	PERS returns your DCR work item when we have a question about a DCR that you submitted.
Disability Employment Status	If your employee's application for disability retirement is approved, PERS asks you to confirm their last day physically on the job.
Employment Confirmation	The purpose of this work list request is to confirm employment data that has been reported to PERS.
Employer Data Verification Request	Employees close to retirement can request that PERS verify the data we will use to calculate their benefit amount at retirement. We ask you to verify their information within 30 days.
Last Day Paid Leave	PERS asks you to confirm an employee's last day physically on the job to determine their eligibility for disability benefits.
Salary Breakdown	The purpose of the Salary Breakdown request is to capture missing employment, salary, and contribution data for the employee and year indicated. This information is used by PERS to determine eligibility for years prior to 2004.
Salary Certification	For a "Salary Cert - Service" or "Salary Cert - Disability" work item, certify an employee or disabled member's subject salary and employer-paid pre-tax (EPPT) contributions for a calendar year.
Termination	When an employee is retiring or leaving a job, a Termination work list request asks you to provide or confirm certain dates.
Unused Sick Leave	PERS sends this request to verify the amount of unused sick leave the employee had when he or she terminated. We also use it to complete a Data Verification Request.

Work List

Below is a list of employees for which PERS is requesting Information. The Work Item Type indicates the type of information that is required. Please complete and return each Work Item. Click on the SSN to enter salary information.

[Create Demographic Correction Request \(DCR\).](#)

[Learn more about working with Work List](#)

Click on the leftmost column to get the detail of the clicked record.

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SSN	PERS ID	Last Name	First Name	Plan	Year	Request Date	Work Item Type	Status
				PERS-Tier 1		07/06/2018	Termination	New
				OPSRPDB		06/08/2018	Termination	New
				OPSRPDB		06/04/2018	Termination	New
				PERS-Tier 2		05/17/2018	Termination	New
				PERS-Tier 1		04/12/2018	Termination	New
				PERS-Tier 2		04/10/2018	Termination	New
				PERS-Tier 1		11/27/2018	Employer Data Verification Request	New
				PERS-Tier 1		12/03/2018	Unused Sick Leave	New
				PERS-Tier 2	2000	12/05/2018	Salary Breakdown	New
				PERS-Tier 1	1991	11/29/2018	Salary Breakdown	New
				OPSRPDB		09/06/2018	Demographic Correction Request	Returned

Continued

Work item “status” types

New — the work list request has not been saved as a work item in progress or has not been submitted (saved/certified) to PERS for review.

Pending — the request has been saved as a work in progress but has not been submitted (saved/certified) to PERS for review.

Returned — the request was submitted (saved/certified) and reviewed by PERS but returned to you because of a discrepancy. View the request to see the specific comments from PERS.

Comments

If you no longer have, or are unable to locate, archived employment and/or wage information for an employee, please communicate that information to PERS staff in the Comments box within the work item request as soon as possible.

By clicking the Calculate button below, you will calculate the totals based on the form entries above. This will not save the Salary Breakdown until you click the Save button below.

Estimated Financial Impact

Comments

Save work in progress
 I certify the above to be correct to the best of my knowledge

Tell me more

For a more detailed explanation of the work item you are fulfilling, scroll to the bottom of the screen and read the Tell Me More section.

As always, if you need assistance completing work items, please contact your [employer representative](#).