



## Retirement Monitor – June 24, 2010

A monthly newsletter for public sector human resources and payroll specialists from the Retirement Systems Division of the North Carolina Department of State Treasurer.

### North Carolina Retirement Systems

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#### Internet Update – Enhancing Online Capabilities



The North Carolina Retirement Systems Internet site has undergone some changes. We have reorganized the left-hand navigation buttons to assist with finding information.

Supplemental Retirement Plans Button:  
Visitors can easily access information about Supplemental Retirement Plans by clicking the “Supplemental Retirement Plans” button on the left (see screenshot.)

Contact Us Button:  
By clicking the “Contact Us” button you can find telephone numbers, postal and e-mail addresses, directions and information on our appointment-only policy for visitors.

#### New Employer Manuals Now Available Online

The newly updated 2010 Employer Manual, a guide for human resources and benefits professionals to North Carolina’s state and local government retirement benefits, is now available online. Separate editions are available for state and local government employers and are available on the “Employers” section of our Web site at [www.myncretirement.com](http://www.myncretirement.com).

## **2010 Edition of Member Handbooks Now Available Online**

The newly updated 2010 editions of the member handbooks, *Your Retirement Benefits*, are now available at [www.myncretirement.com](http://www.myncretirement.com). *Your Retirement Benefits* is a guide to public employee retirement benefits in North Carolina. The 2010 editions include changes resulting from legislation enacted by the General Assembly in 2009.

## **Form Change for Active Members to Designate Beneficiary(ies)**

The form for active members to designate their beneficiaries for the death benefit and the return-of-contributions is being revised into two separate forms. The Form 2C will be divided into the **Form 2RC** – *Designating Beneficiary(ies) for Retirement System Return of Contributions*, and the **Form 2DB** – *Designating Beneficiary(ies) for the Death Benefit*.

The online Welcome Packet for new employees will contain the new forms for members' use. Active members with less than 10 years of service also can update their designated beneficiary(ies) through ORBIT at [www.myncretirement.com](http://www.myncretirement.com).

## **Employer Requirements for Return-to-Work**

Effective last year the General Assembly authorized House Bill 642, requiring employers to report all rehired retirees to the Retirement System each month. To assist employers in reporting all rehired retirees and therefore avoiding penalties, the Retirement System offers an online user-friendly procedure to certify employee status under the retirement reemployment laws. To use this tool, you should:

1. Access the ORBIT Employer Self-Service page
2. Under "Reporting" click "Check Retired Status"
3. Here you are able to upload a list of employee social security numbers which will be run against the Retirement System retiree list to generate a report of members who are actively receiving a benefit from TSERS or LGERS.

### **Important Points to Remember:**

- ✓ Rehired retirees should be reported in ORBIT monthly
- ✓ Reports should include the appropriate pay period, pay type, plan code and all other applicable fields
- ✓ Reports must be received by the Retirement System within 90 days of the end of each month in which a beneficiary is reemployed, otherwise the Retirement System is required to assess a 10% penalty of the compensation of the unreported reemployed retirees during the months the employer did not report the reemployed retirees, with a minimum penalty of \$25.

The screenshot shows a web browser window displaying the ORBIT web application. The page title is "ORBIT - CheckRetiredStatus - Windows Internet Explorer". The URL is "https://orbit.myncretirement.com/orbit/Employer/Pages/CheckRetiredStatus.aspx". The page header includes the North Carolina Department of State Treasurer logo and the text "Online Retirement Benefits through Integrated Technology". A navigation menu includes "Employer Home", "Reporting", "Educate Yourself", "Help", and "Contact Us". The main content area is titled "CheckRetiredStatus" and "Check Current and Potential Employees for Retired Status". It contains instructions: "Please enter the Social Security Numbers (SSNs) of the individuals you would like to verify in the box below and then click on the [ Submit ] button." Below this, there are examples of SSN formats: "The SSNs can be separated by:" followed by "•Comma, for example 123-45-6789,987-65-4321", "•Semicolon, for example 123-45-6789;987-65-4321", "•Space or tab, for example 123-45-6789 987-65-4321", and "•Return or line feed, for example 123-45-6789 987-65-4321". It also states "The SSNs can be entered with or without dashes, for example 123456789 and 123-45-6789 are both acceptable." A disclaimer at the bottom reads: "The Department of State Treasurer is providing this information strictly for use in complying with state return-to-work laws. This information should not be used for personal reasons. It should not be used to illegally discriminate against an individual in hiring, promotional, compensation, or other human resource actions." There is a text input field at the bottom of the form.

The Retirement System appreciates your important role in helping us provide accurate information to active members and retirees.

## **Disability Training Session to be Held for TSERS Employers**

The Retirement Systems Division's Educational Retirement Group will hold a Teachers' and State Employees' Retirement System (TSERS) disability training session on July 28, 2010. The session will be held from 8:30 a.m. to 4:30 p.m. at:

Yonkers Rd Corrections Facility (Enter through the front entrance and have ID ready to sign in)  
Parole Board Conference Room  
2020 Yonkers Rd  
Raleigh, NC  
Parking is free.

Since seating is limited, registration is required. Please register to secure your seat (reserved on a first come, first served basis) by sending an e-mail to:

[Jeannie.Alston@nctreasurer.com](mailto:Jeannie.Alston@nctreasurer.com).

## **2010 Retirement Planning Conferences Schedule**

The N.C. Retirement Systems conducts retirement conferences for members of the Teachers' and State Employees' Retirement System (TSERS) and the Local Governmental Employees' Retirement System (LGERS).

The conferences provide an orientation for new members, pre-retirement planning information for members closer to retirement and educational information for personnel officers and others who handle retirement matters. Prudential Retirement, our third-party administrator, also offers information on the NC 401(k) and NC Deferred Compensation (457) plans. Registration is not required. Some locations may charge a parking fee.

Members unable to attend their local conferences may access the PowerPoint presentation shown at the conference. The presentation is available on the [Employers](#) and [Active Employees](#) sections of the Retirement Systems website under "Retirement Planning Resources." There is a presentation: for TSERS members and one for LGERS members.

Below is the schedule of Retirement Planning Conferences. **TSERS sessions begin at 9:30 a.m. and LGERS sessions start at 1:30 p.m.** The conference schedule is available on the Employers and Active Employees sections of the Retirement Systems website at [www.myncretirement.com](http://www.myncretirement.com). **Members should check the website regularly, or contact Member Services (telephone numbers below), for schedule updates.**

Member Services employees at the Retirement Systems are happy to help with questions. Please call 1-877-627-3287 (toll-free) or 919-807-3050 (Raleigh area only). Members may also schedule an appointment to meet with a counselor. We ask that members request and receive a retirement estimate before scheduling an appointment. Members should complete a [Form 309](#) to request an estimate.

**June 29, 2010**

**Town of Lake Lure**  
Lake Lure Municipal Center, Community Hall Room  
2948 Memorial Highway  
Lake Lure, NC

**June 30, 2010**

**Cleveland Community College**  
Mildred H Keeter Auditorium  
137 S Post Rd  
Shelby, NC

<b>July 13, 2010</b>	<b>UNC – Wilmington</b> Cameron School of Business Room 105 601 S College Rd Wilmington, NC
<b>July 14, 2010</b>	<b>Carteret Community College</b> Joslyn Hall – McGee Building 3505 Arendell St Morehead City, NC
<b>July 21, 2010</b>	<b>Roanoke-Chowan Community College</b> Community Room – Feeland Bldg, Room 140 109 Community College Rd Ahoskie, NC
<b>July 27, 2010</b>	<b>Vance-Granville Community College</b> Building #9 Civic Center Exit 209 off Interstate 85 Henderson, NC
<b>July 29, 2010</b>	<b>The Clayton Center</b> Council Chambers 111 East Second St Clayton, NC



### **Retirement Systems Contact Information**

- Employers with ORBIT Payroll Reporting questions should call 1-877-NC-ORBIT (1-877-626-7248) or 919-807-3055 (Raleigh area only). For all other questions, contact the NC Retirement Systems Division's Employer Education and Services Unit at [EESU@nctreasurer.com](mailto:EESU@nctreasurer.com) or call toll-free 1-877-807-3131 Option 2 (outside Raleigh area) or 807-3131 Option 2 (Raleigh area only).
- Active Employees with questions or in need of information or forms should contact the Division's Member Services unit toll-free at 1-877-627-3287 (for outside Raleigh area) and (919) 807-3050 (Raleigh area only).
- Retirees with questions or in need of information or forms should contact the Division's Member Services unit toll-free at 1-877-733-4191 (for outside Raleigh area) and (919) 733-4191 (Raleigh area only).

Remember, to better serve our Spanish-speaking customers, the Retirement Systems' Call Center is staffed with a representative who can assist members with translating Retirement Systems' information and addressing their retirement-related questions.

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*The Retirement Systems Division manages retirement benefits for more than 820,000 working and retired N.C. public employees. The North Carolina Retirement Systems continue to rank within the top five systems nationally. With approximately \$68 billion in assets, the Systems comprise the 10<sup>th</sup> largest public pension plan in the United States.*