

New Rules Under PEPPRA: the Public Employees' Pension Reform Act of 2013

Let SamCERA Know if Your New Employee is a PEPPRA Member

WHAT YOU NEED TO DO

All new regular (not extra help) hires need to fill out a PEPPRA Verification Form.

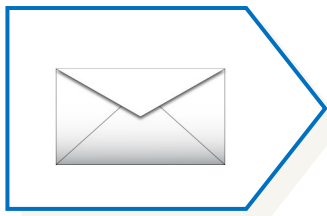
The process is simple...



Have the employee fill out the **PEPPRA Verification Form**. The form asks the employee a few basic questions about their past and current public agency employment.



Check to make sure the form is **complete**. If you don't have the completed form back from your employee in 2 days, follow up right away.



Send the completed form to **SamCERA**. It's important to return this form to SamCERA immediately. SamCERA needs to process the form before the end of the employee's first pay period. Send the form to samcera@samcera.org.

Why it's important...

Getting information about your new employee's past public employment will help SamCERA to quickly and accurately place the employee in the correct retirement plan, and will help your agency deduct the correct amount of money from the employee's paycheck for retirement contributions.

*For more information,
contact SamCERA at
650-599-1234, or
samcera@samcera.org.*