

Common Remitter

Presenter:

Wanda Keyton

Common Remitter-Agenda

- Updates
- Queries
- Updated Schedule for ORP/TSA
- Auto Enroll/Auto Term

Common Remitter-Updates

- Negative contributions can not be included in the Off-Cycle Common Remitter Process
- Retro contributions for ORP and Voluntary Plans can not be dated prior to 7/01/2019
- Per IRS guidelines, 457 plan will begin withholding one month after election

Common Remitter-Queries

- Queries were created to identify employees who may error in the Retirement @ Work (R@W) Census & Remittance file (ORP and TSA)BOR_CR_INVALID_SSN_TSA_WTLOAD
 - **BOR_CR_INVALID_SSN_ORP_WTLOAD**These queries return employees with an invalid social security number and a contribution in the ORP and/or TSA work tables
 - R@W will not accept contributions from employees with invalid social security numbers (less than 9 digits or containing an “X”)
 - Any employee with a contribution in the ORP and/or TSA work table with an invalid social security number will not be included in the R@W Census & Remittance file
 - Run this query during the Common Remitter adjustment window to help identify any employees who may be impacted
- Please submit a ticket to oneusgsupport@usg.edu if you have any employees returned or have any questions

Common Remitter-Updated Schedule

TSA & ORP Timeline

	SSC	Institution
Day One	<ul style="list-style-type: none"> Payroll confirmed Work tables loaded 	
Day Two	<ul style="list-style-type: none"> Final extract run File transferred to Retirement@Work Emails accounting recon can begin Invoice sent to institution Initiate reverse wire 	<ul style="list-style-type: none"> enter adjustments by 12 pm for Biweekly and Off-cycle payrolls. enter adjustments by 3:00 PM for Monthly payrolls Ensure funds in account for reverse wire
Day Three	<ul style="list-style-type: none"> Verify files in good order Providers receive files Wire funds to Retirement@Work Verify funds received by vendors 	<ul style="list-style-type: none"> Run Account Recon process

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- Policy on Changing Election Within 60 Days --- Election is final and irrevocable at time of election.
- Default into TRS occurs overnight on the 61st Day
- The period of termination required to re-elect (i.e. choose a different plan) is “1 full calendar month --- Term on 7/16/19, cannot re-elect until 9/1/19
- No ORP retro contributions
- Completed transition OneUSG support oneusgsupport@usg.edu

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- Auto Enroll/Auto Term Runs 365 days per year
- Analyzes all employees with an effective date coming due or an action date occurring since prior time the program ran
- Analyzes employee eligibility for Retirement on Primary Job
- Employee transitions from non benefited position to benefited position – GDCP will not stop until new retirement plan is selected

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- TRS & ERS Correction Advices
- ERS Forfeited Leave
- Timing of funding employee accounts

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Questions?

