

HUMAN RESOURCES ADMINISTRATIVE MANUAL
EMPLOYEE BENEFITS & SERVICES: ANNUITY PROGRAMS



UNIVERSITY SYSTEM
OF GEORGIA

Annuity Programs

CITATION REFERENCE

OFFICIAL TITLE	POLICY ON SUPPLEMENTAL RETIREMENT SAVINGS BENEFITS
VOLUME	HUMAN RESOURCES
RESPONSIBLE OFFICE	USG HUMAN RESOURCES OFFICE
ORIGINALLY ISSUED	JULY 1, 1983
REVISED	DECEMBER 2007

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Policy Statement

Institutions of the University System are authorized to enter into supplemental retirement savings plans and are authorized to enter into deferred compensation plans.

This policy ensures establishes the authority under which institutions of the University System may offer supplemental retirement savings plans to their employees and have such contributions to such an investment vehicle handled on a pretax basis by payroll deduction while also affording the appropriate level of flexibility needed at the institutional level.

Applicability

All units of the University System of Georgia are covered by this policy.

Who Should Read This Policy

All Human Resources personnel within the University System of Georgia should be aware of this policy.

Definitions

- None

Process and Procedures

Institutions of the University System are authorized to enter into supplemental retirement savings plans and are authorized to enter into deferred compensation plans to make available for employees a non-forfeitable annuity contract /or a non-forfeitable deferred compensation

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contract under the provisions of Internal Revenue Code, Section 403(b), and Internal Revenue Code, Section 457(b), respectively.

Campuses are responsible for complying with IRS regulations.

Responsible Parties and Contact Information

Party	Responsibility	Phone/Email/URL
Associate Vice Chancellor for Total Rewards	Ensure compliance with policy.	404-962-3235 usg-hr@usg.edu
Institution Chief Human Resources Officers	Ensure compliance with policy.	See University System HR Officer Listing

Website Address for This Policy

- [Board of Regents Policy Manual](#)
- [IRS 403\(b\) Publication](#)
- [IRS 457\(b\) Publication](#)

Appendices (Internal Documents, Forms and Web Links)

- Contact your campus Human Resources Office

Related Documents and Resources (External)

- None

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