

STATE CONTROLLER'S OFFICE
PERSONNEL/PAYROLL SERVICES DIVISION
P. O. BOX 942850
Sacramento, CA 94250-5878

DATE: January 13, 2006

PERSONNEL LETTER # 06-003
CIVIL SERVICE ONLY

TO: All Agencies in the Uniform State Payroll System

FROM: JOHN R. HARRIGAN, Chief
Personnel/Payroll Services Division

RE: **RETIREMENT CHANGE FOR BARGAINING UNIT 06 AND 08 PEACE
OFFICER/FIREFIGHTER (POFF) EMPLOYEES**

Effective January 1, 2006, new retirement account codes were established for rank and file and confidential POFF employees in Bargaining Units 06 and 08. This change is a result of legislation that changes the retirement formula from 3% at 55 to 3% at 50 for those members. The employee contribution and exclusion amount remain the same.

Below is a chart identifying the old and new retirement account codes.

Old Account Code	New Account Code
34	3A
36	3B
37	3C
38	3D

PROCESSING

The Controller's Office will process an Employment History mass update on January 17, 2006 to post 505 transactions. Turnaround PARS for this mass update will be generated.

Employees with appointment or separation expiration dates prior to January 1, 2006 will not be included in the mass update. Therefore, agencies must determine if the employees are to be re-appointed or separated and key enter the appropriate transaction. If re-appointed, key enter a 505 transaction effective January 1, 2006 that reflects the correct account code identified in the above chart.

The Controller's Office will post 505 transactions to the Employment History Data Base based on transactions processed prior to the January 17 mass update. If an employee's most current transaction reflects an effective date equal to or less than January 1, 2006, the 505 transaction will be posted by the mass update process. If an employee's most current transaction is effective after January 1, 2006, the 505 transaction will be posted by the Controller's Office beginning January 18, 2006. Also, subsequent transactions will be corrected as needed.

Agencies are responsible for updating the Employment History Data Base with the correct retirement account code information for transactions keyed after the January 17 mass update.

CONTACTS

If you have any questions concerning the new retirement formula or eligibility criteria, please contact the Department of Personnel Administration. If you have any questions concerning this letter, please contact Sandy Westlake at (916) 324-9008 or by email at swestlake@sco.ca.gov.

For PAR documentation, contact the Personnel Liaison Unit at (916) 322-6500. Revisions to the Payroll Procedures Manual and the Personnel Action Manual are forthcoming.

JRH:LB:PMAB