

memorandum

DATE: November 17, 1998

REPLY TO

ATTN OF: AD-442:Fowler

SUBJECT: **OFFICE OF PERSONNEL MANAGEMENT SATELLITE BROADCAST**

TO: CSRS AND CSRS OFFSET EMPLOYEES

The Office of Personnel Management (OPM) has scheduled a satellite broadcast for Civil Service Retirement System (CSRS) and CSRS Offset employees on December 2 from 1:00 to 2:30 p.m. The broadcast can be viewed in the Federal Building, Rooms B04 and B10, and in the assembly area at the Office of Scientific and Technical Information. The broadcast will discuss benefits that some employees might gain by transferring to the Federal Employees Retirement Systems (FERS). If you have questions that you would like to see addressed during the broadcast, you may fax them in advance to (202) 606-1108.

The open season for transferring to FERS ends on December 31, 1998. If you are planning to transfer to FERS, you must have at least one full calendar year (January 1 - December 31) of service subject to FERS computation rules to be eligible for the Special Retirement Supplement. Elections to transfer are effective on the first day of the pay period beginning after the date the election and any required supporting documents are received. To begin coverage under FERS on January 1, 1999, to qualify for a full calendar year under FERS, your paperwork to transfer must be received in the office of the Personnel and Management Analysis Branch (PMAB) prior to the pay period beginning December 20, 1998.

If you decide to transfer to FERS, contact PMAB at 576-9445 to obtain SF 3109, Election of Coverage form, or contact the Personnel Management Specialist assigned to support your organization for assistance if you have any questions regarding the FERS open season.

Lois Jago, Chief
Personnel and Management
Analysis Branch