



District Business & Advisory Services (DBAS)

Nimrat Johal: Director, DBAS: 408-453-6599

Bulletin: 14-016

Date: November 15, 2013

To: District Fiscal Directors
Personnel and Payroll Directors

From: Nghia Do, Advisor, DBAS

Re: Refund of the Public Employee's Retirement System (PERS) Excess Contributions for Members of the Public Employees' Pension Reform Act (PEPRA)

The purpose of this bulletin is to advise Districts that DBAS has processed a refund of 1% PERS contribution to all employees hired under the PEPRA plan. This refund will cover excess contributions through November 8, 2013 and is being processed via the End of Month payroll for November 30, 2013. Based on the St-Ded code shown in the employee's paylines, the refund will be set for either employee or employer in QCC Payroll Deduction (PD) screen with a negative lump sum under vendor code 8202 and 8212. Please advise all Payroll and Personnel staff to leave these amounts intact.

A list of all PEPRA employees who are getting a refund will be emailed directly to District Fiscal Directors by 5:00 PM on Tuesday November 19, 2013. Districts are responsible for informing their employees of this refund. It is important to note that this refund will appear on the November End of Month payroll. Hence communication to employees will need to be made within the time period.

Please distribute this information within your District as deemed appropriate.