  
Office of Retirement Services  
**RETIREMENT**  
MSBO September 22, 2011  
Trisha Heinze – Employer Reporting

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**Agenda**

- ◆ Who is Office of Retirement Services (ORS)
- ◆ Member Information
- ◆ Employer Roles
- ◆ Reporting 101
- ◆ Payments and Deadlines
- ◆ What's New
- ◆ Resources

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**Office of Retirement Services**

- ◆ Active and Retired Members
  - Public School Employees
  - State Employees
  - State Police
  - Judges

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**Member Information**

- ◆ MPSERS
  - Basic Plan
  - Member Investment Plan (MIP)
  - Pension Plus Plan
- ◆ Non Members

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**Member Information**

- ◆ Defined Benefit Contributions (DB)
  - Employee
  - Health Care
  - Employer
- ◆ Wages Subject to Defined Benefit Contributions

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**Member Information**

- ◆ Pension Plus Defined Contribution (DC)
  - Employee
  - Employer
  - ING – [www.mipensionplus.org](http://www.mipensionplus.org)
- ◆ Wages Subject to Defined Contributions

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## Compensation

<ul style="list-style-type: none"> <li>◆ Reportable           <ul style="list-style-type: none"> <li>▪ Regular Wages / Salaries</li> <li>▪ Overtime</li> <li>▪ Vacation</li> <li>▪ Sick Leave</li> <li>▪ Workers Compensation</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Non-Reportable           <ul style="list-style-type: none"> <li>▪ Unused Vacation</li> <li>▪ Unused Sick Leave</li> <li>▪ Cash in Lieu</li> <li>▪ MIP Reimbursements</li> </ul> </li> </ul>
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## Employer Roles

- ◆ Report accurate wages and hours
- ◆ Report other retirement related deductions
- ◆ Pay related retirement contributions
- ◆ Deadlines

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## Reporting 101

- ◆ What you need to Get Started
  - Employer Information Website  
[www.michigan.gov/psru](http://www.michigan.gov/psru)
  - Reporting Instruction Manual (RIM)
  - Employer Reporting Website
  - Data Exchange Gateway (DEG)

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## Reporting 101 Employer Information Website




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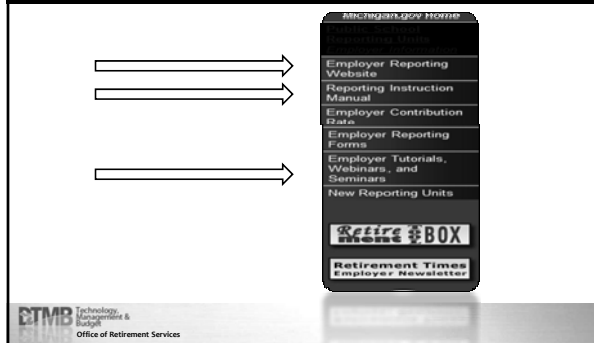
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## Reporting 101 Employer Information Website




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## Reporting 101 Reporting Instruction Manual

- ◆ Reporting Instruction Manual (RIM)
  - General Information
  - Retirement Reporting
  - How to Report
  - What to Report




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## Reporting 101 Employer Reporting Website



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## Reporting 101 Employer Reporting Website

- ◆ Employer Reporting Website
  - Work on Reports
  - Work with Contacts
  - View Employee Info
  - Member Benefit Plans



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## Reporting 101 Employer Reporting Website

- ◆ Employer Reporting Website Cont.
  - Retirement Applicants
    - Final Payroll Details (FPD)
  - Payments



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## Reporting 101

### ♦ Common Terms

- Accept, Posted, Suspended
- DTL1, DTL2, DTL3, DTL4
- Wage Code, Class Code
- Adjustments
- Errors, Suspended, Flagged

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## Reporting 101 Data Exchange Gateway




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## Reporting 101 Data Exchange Gateway

Mailbox: **DMBORSER**

[Upload](#)
[Available Msgs](#)
[Downloaded Msgs](#)
[Canceled Msgs](#)
[Uploaded Msgs](#)

		Message ID	Appl ID	Filename	Sender	Date/Time	Size
X	IO	20110921162408qvia3	TEST	Copy of Health	DMBORSER	Wed Sep 21 16:24:08 2011	53712

Server Time: 16:24

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**Payments and Deadlines**

- ◆ Report Due Dates
  - Next Pay Date or the 5<sup>th</sup> Business Day  
Following Month - Current
  - **5<sup>th</sup> Business Day after Pay End Date**

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**Payments and Deadlines**

- ◆ Payment Information and Due Dates
  - 7<sup>th</sup> Business Day following Month - Current
  - **7<sup>th</sup> Business Day after Pay End Date**

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**What's New**

- ◆ System Capabilities
  - Online Payments
  - Pension Plus DC Online Reporting
- ◆ Contribution Rate Changes
  - October 1, 2011
- ◆ Training
  - Employer Tutorials

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**Member Resources**

- ◆ For General Retirement Questions
  - Information and Overview  
<http://www.michigan.gov/orsschools>
  - Member Account  
[www.michigan.gov/orsmiaccount](http://www.michigan.gov/orsmiaccount)
  - Or Call: (800) 381-5111
- ◆ Pension Plus
  - Go To: <http://www.mipensionplus.org>

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**Employer Resources**

- ◆ For General Reporting Questions
  - Go To: <http://www.michigan.gov/psru>
  - Call: (517) 636-0166
  - Email: [ORS\\_Web\\_Reporting@michigan.gov](mailto:ORS_Web_Reporting@michigan.gov)
- ◆ Pension Plus
  - Go To: <http://www.mipensionplus.org>

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**Thank You**

Questions???

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