

**Department of Personnel Administration
Memorandum**

TO: Personnel Management Liaisons (PML)

SUBJECT: Alternate Retirement Program (ARP) Eligibility Worksheet Revision	REFERENCE NUMBER: 2006-031
DATE ISSUED: 08/28/06	SUPERSEDES:

This memorandum should be forwarded to:

**Employee Benefits Officers
Personnel Officers
Personnel Transaction Supervisors
Personnel Transaction Staff**

FROM: Department of Personnel Administration
Savings Plus Program

CONTACT: Savings Plus Program
(916) 324-2909
Fax: (916) 327-1885

The Savings Plus Program (Savings Plus) has revised the ARP Eligibility Worksheet to reflect the recent change to retirement benefits for Bargaining Unit (BU) 2 employees.

We added the two new ARP account codes for BU 2 miscellaneous and industrial employees hired on or after July 1, 2006 with no prior CalPERS service.

Code Definition

TG BU 02 CalPERS miscellaneous member subject to Social Security and Medicare
TH BU 02 CalPERS industrial member subject to Social Security and Medicare

The ARP Eligibility Worksheet is available on the Personnel Information Exchange (PIE) System under Policies and Regulations. This interactive worksheet prompts you to answer questions about an employee to help determine if he or she is subject to ARP. Please complete the worksheet for each employee, and use the appropriate retirement code on the PAR. If you don't have access to PIE, you can use the attached ARP Eligibility Worksheet.

Personnel offices with questions about ARP can access the updated [ARP Fact Sheet](#) on DPA's Web site, or can contact Savings Plus at (916) 324-2909, Monday through Friday between 8:30 a.m. and 4:00 p.m.

/s/ Lura Franzella

Lura Franzella
Administrator
Savings Plus Program