

## EMPLOYER Notice

Ohio Public Employees Retirement System • 277 East Town Street • Columbus, Ohio 43215

**Employer Contribution System (ECS) Web-based demonstration for State of Ohio agencies****Who should read this notice**

Human resources and payroll professionals at State of Ohio agencies

**Situation overview**

State agencies are required to use the Employer Contribution System (ECS) to submit Personal History Records (Form A), to certify final payroll for retiring (SRF-85 and DRF-85) or refunding employees (LR-2), and to provide breakdowns for large earnings.

This online seminar will provide a detailed demonstration of the functions state agencies perform on ECS, plus provide the opportunity to ask questions.

For your convenience, two Web-based demonstrations have been scheduled.

| Date                      | Time             |
|---------------------------|------------------|
| Tuesday, April 20, 2010   | 10:00 – 11:00 AM |
| Wednesday, April 28, 2010 | 2:00 – 3:00 PM   |

**What you need to do**

The Web-based demonstrations are free, but registration is required. To register:

- Access the OPERS Web site at [www.opers.org](http://www.opers.org)
- Select the Employer section, then
- Click on the Seminars page and follow the prompts

**Who to contact for more information**

After you review this *Employer Notice*, contact Employer Outreach with questions or comments at 888-400-0965, or by email at [employeroutreach@opers.org](mailto:employeroutreach@opers.org).

*This Employer Notice is written in plain language for use by public employers who are subject to coverage under the Ohio Public Employees Retirement System. It is not intended as a substitute for the federal or state law, namely the Ohio Revised Code, the Ohio Administrative Code, or the Internal Revenue Code, nor will its interpretation prevail should a conflict arise between it and the Ohio Revised Code, Ohio Administrative Code, or Internal Revenue Code. Rules governing the retirement system are subject to change periodically either by statute of the Ohio General Assembly, regulation of the Ohio Public Employees Retirement Board, or regulation of the Internal Revenue Code. If you have questions about this material, please contact our office or seek legal advice from your attorney.*

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