

CHANGES IN OPERS FOR 2008

January 2008

OPERS rates are changed as of January 2008. The new rates are 10% for the employee's deduction and 14% for the employer's share for local entities.

1) Before processing timesheets for the new year, access Special Functions/Deduction Maintenance (Menu 5-1) and recall any PERS deduction codes you use. Change the Normal Rate field (field 13) to 10 and the Accrue Percent (field 15) to 14. In cases where some of your codes are split between pickup and employee paid, the change to the Normal Rate field (field 13) should just be increased by .5 (i.e., if it is currently only 4, change to 4.5). Update each code.*

2) Next, access Employee Maintenance/Employee Deduction Change (Menu 1-21) to process the rate change for all active employees who have PERS withheld. The field Old Code is your PERS deduction code; in the Old Amt field, enter 9.5 (or the current Normal Rate), and in the New Amt field, enter 10 (or the current Normal Rate increased by .5%). The Old Code, Old Amt, and New Amt fields are the only ones that you need to enter. Be sure to process the change. Do this for each of your PERS deduction codes. To double-check that the change was processed correctly, print the Employee Deduction Data Report (Menu 2-7) for your PERS code(s); your report should show the 10% amount. If it does not, then repeat this step because you did not process correctly.

This should be done **before** you calculate your first payroll for 2008.

The OPERS Bulletin states: "The above rates are effective with all pay periods ending in January 2008." For further information, please use the following link to access the OPERS Bulletin:

www.opers.org

*The OPERS change for clients with a split between pickup and employee paid will need special attention. If you process your December OPERS reporting before processing your first January payroll, ignore these instructions. However, if you process your first January payroll before reporting your December OPERS, follow these instructions:

The OPERS file program for reporting uses the normal percentage and pickup percentage from Deduction Maintenance (Menu 5-1). **That means you will need the new split to calculate payroll in January and the old split to run your December report.** If the report is going to be run after the first payroll on the new rate, change it to the new rate and run payroll. Then, change it back to the 2007 percentages for the December report. Finally, put the new rate back on permanently.