

New Employer Group Enrollment Information

PUBLIC SAFETY DEFINED BENEFIT HYBRID RETIREMENT PLAN

NDPERS is a Defined Benefit Hybrid Retirement plan that pays vested members a retirement benefit, which is generally based on compensation, benefit multiplier, and years of retirement service credit. A vested member will receive the benefit determined under the plan regardless of the performance of the plan's investments.

ELIGIBILITY

A correctional officer, peace officer, or firefighter of a participating political subdivision.

DEFINITIONS

"Peace Officer" means a public servant authorized by law or government agency or branch to enforce the law and to conduct or engage in investigations of violations of the law.

"Correctional officer" means a person who has completed a correctional officer course approved/certified by the North Dakota Department of Corrections and Rehabilitation and is employed by a correctional facility as defined in the North Dakota Century Code Section 12-44.1.

1. Upon a group's initial enrollment in the Law Enforcement Plan, correctional officers not certified will remain in the Defined Benefit plan or current employer sponsored plan until such a time that they become certified. Once certified, the correctional officer will be given 180 days to either elect to join or waive participation in the Law Enforcement plan. If no election is made, the correctional officer will remain a member of the Defined Benefit or employer sponsored retirement plan.

2. All correctional officers hired after the date a group adopts the Law Enforcement retirement, upon completion of the certification, must be enrolled in the Law Enforcement plan.

If "Certificates of Training Achievement" are issued after completion of training, retirement contributions should be paid retroactive to the date indicated on the certificate.

"Firefighter" means a person employed as a firefighter by a political subdivision and specifically excludes a firefighter employee of the North Dakota National Guard.

Minimum Participation Requirements

To be eligible to participate, an employee must work a minimum of 32 hours per week for 20 or more weeks of the year, is at least eighteen years of age, and filling a permanent position that is regularly funded and not of limited duration.

- ▶ Eligible employees employed at the time the employer joins may waive participation
 - Must sign a waiver of participation
 - May not have their pay increased as a result of that waiver
 - May join at a later date
- ▶ All eligible employees hired after the employer joins must participate
 - Must be enrolled the first month of eligible employment, even when hired subject to a probationary period. There is no maximum age limit applicable for enrollment purposes.

New Employer Group Enrollment Information

Participation Requirements for Other [Non-State] Elected Officials

Elected officials of participating counties may at their individual option, enroll or waive participation in the defined benefit plan. If they do not enroll with the group, they may enroll or waive participation within the first six (6) months of their new term. All other elected officials must meet the above mandatory participation requirements to be eligible.

Participation Requirements for Other [Non-State] Appointed Officials

Appointed officials appointed on or after August 1, 1999, and must meet the above mandatory participation requirements, and must be enrolled in the defined benefit plan effective with the first month of taking office. Appointed officials employed at the time the employer joins may enroll or waive participation.

Contributions: Current Employers

Employee Contribution: 5.50% of salary
Employer Contribution: 11.40% of covered payroll + 1.14% Retiree Health Credit

Contributions: New Employers

Employee Contribution: 5.50% of salary
Employer Contribution: 9.16% of covered payroll + 1.14% Retiree Health Credit

Eligible Wages and Salaries

"Wages" and "salaries" means the member's earnings in eligible employment under the N.D.C.C. Chapter 54-52 reported as salary on the member's federal income tax withholding statements plus any salary reduction or salary deferral amounts under 26 U.S.C. 125, 401(k), 49403(b), 414(h), or 457. "Salary" does not include fringe benefits such as payments for unused sick leave, personal leave, vacation leave paid in a lump sum, overtime, housing allowances, transportation expenses, early retirement incentive pay, severance pay, medical insurance, workforce safety and insurance benefits, disability insurance premiums or benefits, or salary received by a member in lieu of previously employer-provided fringe benefits under an agreement between the member and participating employer. Bonuses may be considered as salary under this section if reported and annualized pursuant to rules adopted by the board.

Vesting

To be vested in the Defined Benefit Hybrid Plan means that you have become legally entitled to a monthly benefit when you terminate employment and reach retirement age or qualify for long-term disability.

Vesting in Disability Benefit: 180 days

Vesting in Retirement Benefit: 36 months of eligible service

Portability Enhancement Provision (PEP)

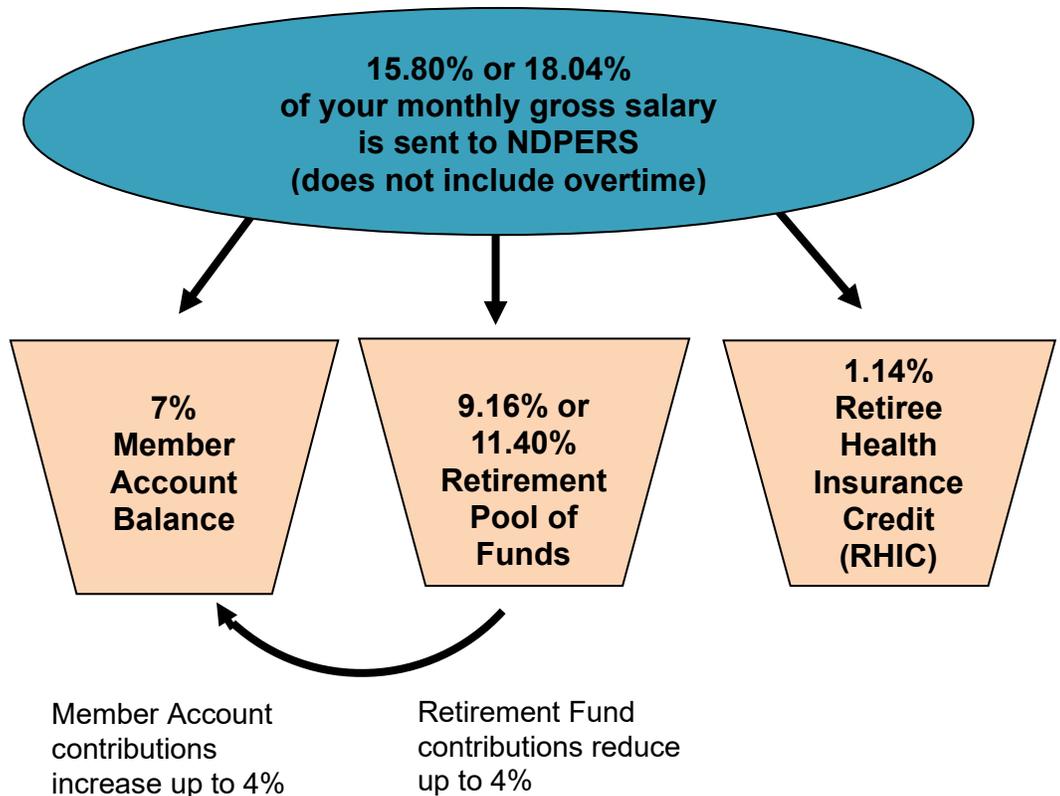
Vesting in the Employer Contribution:

Active members in the Defined Benefit Hybrid Plan, you are able to vest in the employer contribution for cash distribution purposes by participating in a deferred compensation (457) program, 403(b) or other qualified retirement savings program approved by the NDPERS Board. The vesting schedule for the PEP contributions is based upon your existing service credit in the retirement program and the amount you defer into a qualified deferred compensation plan.

PEP allows you the option to vest in the employer contribution paid into the retirement pool of funds and have this vesting percentage credited to your member account. For every dollar you put in a Deferred Compensation plan, NDPERS will add one dollar to your member account balance, subject to a vesting schedule. This can significantly increase the amount of money available if you choose to “cash in” your retirement account, or roll it over into another pension plan, if your North Dakota public service ends. PEP reallocates the employer contributions into your member account balance as shown in the diagram on Page 3. As you can see, a maximum of 4.00% of the employer contribution is paid into the member account rather than the retirement pool of funds.

How PEP Works with your monthly Defined Benefit Hybrid Plan Retirement Contributions

Vesting Schedule for PEP	
Years of Service	Your 457 Deferred Comp Plan Contribution
0-12 months (1 Year)	1% of gross monthly salary or \$25 min.
13-24 months (2 Years)	2% of gross monthly salary or \$25 min.
25-36 months (3 Years)	3% of gross monthly salary or \$25 min.
37 + months (4 Years)	4% of gross monthly salary or \$25 min.



New Employer Group Enrollment Information

BENEFITS AT TERMINATION OF EMPLOYMENT

Member Account Balance: Refund/Rollover of your member account balance, which consists of the monthly employee contributions, the vested portion of the employer contributions, and interest. This interest is compounded monthly up to the time you receive a refund/rollover of your account or begin receiving a monthly benefit. The interest paid on your account is based on a rate established by the NDPERS Board and builds on a tax deferred basis. You may also leave your money at NDPERS to receive a distribution at a later date.

Disability Retirement Benefits: If you are deemed eligible for disability benefits, you will receive 25% of your final average salary each month for as long as you are disabled under the basic disability payment option. The minimum benefit is \$100 per month.

Surviving Spouse Benefits: If you die after completing 36 months of continuous service, your spouse may elect to receive:

- (a) Refund/Rollover of your account; or
- (b) 100% of your unreduced retirement benefit for 5 years; or
- (c) 50% of your unreduced retirement benefit for life; or
- (d) Equivalent of 100% joint & survivor option if you had reached your normal retirement date.

BENEFITS AT RETIREMENT:

Early Retirement Age: 50 with 36 months of continuous service

Normal Retirement Age: 55 with 36 months of continuous service

Rule of 85: Age + Years of Service = 85 or more
No reduction in benefits for early retirement; there is no minimum age requirement.

Retirement Formula: Final Average Salary X 2.00% X Years of Credited Service

Final Average Salary = Monthly Average of the three (3) highest 12-month consecutive periods within the last 180 months employed

Benefit Multiplier = The rate established by the legislature at which you earn benefits.

Retirement Options: Single Life
Joint & Survivor 50% & 100%
Term Certain 20 & 10 Year
Partial Lump Sum Option
Graduated Benefit Option

Individuals who are eligible for a monthly pension benefit also have the right to participate in the NDPERS group health, dental, vision, and long-term care insurance after retirement.

New Employer Group Enrollment Information

RETIREE HEALTH INSURANCE CREDIT

Eligibility:

If you elect and receive a retirement allowance from the Defined Benefit Hybrid Plan or the Defined Contribution Plan, you are eligible to receive a credit towards your monthly health insurance premium for the state health plan equal to \$5.00 for each of your years of credited service, subject to early retirement reductions. For example, a member with 20 years of service at normal retirement age would receive a monthly credit of \$100, which is a tax-free benefit. A receiving member is eligible for coverage under the state health plan even if the employer is not participating in the state health plan prior to the member's retirement if the member is enrolled during eligible "qualifying events".

Contributions:

Employer Contribution: 1.14% of covered payroll

Benefit Formula: \$5.00 x Years of Credited Service

BENEFITS AT RETIREMENT:

Retiree Health Credit Options: Single Life
Joint & Survivor 50% & 100%

EMPLOYER ENROLLMENT

In the event you wish to enroll in the retirement program, an [Eligibility Assessment Questionnaire SFN 58781](#) must be completed and submitted to NDPERS to determine if your agency is an eligible political subdivision.

Upon receipt of the requested questionnaire, NDPERS and its legal council will review and determine if your entity is an eligible political subdivision. You will be contacted regarding when a decision has been made about the eligibility.

In the event your agency qualifies, a signed board resolution is required prior to NDPERS sending your agency an “Employer Participation Agreement” and enrollment materials.

The board resolution must be stated as follows:

A motion was made by {Insert Board Member Name} for «Agency» to affirm to North Dakota Public Employees Retirement System that «Agency» is formed pursuant to N.D.C.C. § (Insert citation) and is neither a non—profit corporation nor a for-profit corporation, to join the NDPERS Public Safety Defined Benefit Retirement Plan and offer the plan to all eligible employees of the «Agency». The motion was seconded by {Insert Board Member Name}. The Board approved joining the NDPERS Public Safety Defined Benefit Retirement Plan effective {Month 1, Year}.

Timetable for Enrollment

Contracts Received by NDPERS*	All Documents Must be Completed and Returned to NDPERS*	Earliest Enrollment Effective Date **
January 13	February 15	April 1
February 13	March 15	May 1
March 13	April 15	June 1
April 13	May 15	July 1
May 13	June 15	August 1
June 13	July 15	September 1
July 13	August 15	October 1
August 13	September 15	November 1
September 13	October 15	December 1
October 13	November 15	January 1
November 13	December 15	February 1
December 13	January 15	March 1

*** If the date listed falls on a Saturday, Sunday, or a holiday, the date listed is changed to the following business day.**

**** The enrollment effective date of an agency is dependent on if all criteria and guidelines are met in a timely manner. NDPERS has the right to change the effective employer participation date.**