

# Program Letter

## United States Railroad Retirement Board Office of Programs



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Letter No  
2008-02

Date: November 9, 2007

TO: Employer Contact Officials

SUBJECT: Guide For Employer Webmasters to RRB.Gov

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**Please distribute this notice to all individuals within your organization who may need the information in connection with their work.**

### **PURPOSE:**

The purpose of this program letter is to inform railroad webmasters of the URLs for various Railroad Retirement Board (RRB) website Internet services available to beneficiaries, railroad employees, and rail/labor employers. The RRB website ([www.rrb.gov](http://www.rrb.gov)) provides our customers with the option to conduct business with the RRB online. It is our hope that railroad webmasters will use this as a one-stop reference source for establishing links on employer websites directly to the specific RRB web services their users are most likely to access.

**A) Beneficiaries & RR Employees:** Those services, listed under this heading on the RRB website, include:

- Benefit Forms & Publications
- Benefit Information
- Benefit Online Services

**B) Rail & Labor Employers:** Those services, listed under this heading on the RRB website, include:

- Employer Forms & Publications
- Employer Information
- Employer Online Services

## **A) BENEFICIARIES & RR EMPLOYEES:**

### **Benefit Forms & Publications**

This page ([http://www.rrb.gov/mep/ben\\_forms.asp](http://www.rrb.gov/mep/ben_forms.asp)) lists benefit forms and publications sorted by the following categories:

- Unemployment & Sickness Benefits
- Retirement & Survivor Benefits
- Medicare
- Income Tax
- Work/Earnings
- Protests and Appeals

### **Benefit Information**

This page ([http://www.rrb.gov/mep/ben\\_info.asp](http://www.rrb.gov/mep/ben_info.asp)) lists topics of interest for annuitants and railroad workers. Some of the information is available in a specific News Release or Form/Publication, in which case the link (on the page) goes to that specific document. The topics are sorted by the following categories:

- Appeals
- Medicare
- Railroad Retirement Act Benefit Information
- Service and Compensation
- Taxation
- Unemployment and Sickness Benefits

### **Benefit Online Services**

The following (RRB website) Benefit Online Services do **not** require an online PIN/Password (PPW) account. These services allow current/former railroad employees who are not receiving an annuity, as well as individuals who have retired and are receiving benefits from the RRB to conduct private/secure RRB business over the Internet.

<b>ACTION</b>	<b>URL</b>
Request Duplicate Tax Statement	<a href="http://www.rrb.gov/MainLine/Requests/duptaxstmt.asp">http://www.rrb.gov/MainLine/Requests/duptaxstmt.asp</a>
Request Monthly Rate Verification	<a href="http://www.rrb.gov/MainLine/Requests/rateverletter.asp">http://www.rrb.gov/MainLine/Requests/rateverletter.asp</a>
Request Replacement Medicare Card	<a href="http://www.rrb.gov/MainLine/Requests/repmedcard.asp">http://www.rrb.gov/MainLine/Requests/repmedcard.asp</a>
Request Service & Compensation History	<a href="http://www.rrb.gov/MainLine/Requests/servcomp.asp">http://www.rrb.gov/MainLine/Requests/servcomp.asp</a>
Pay Retirement/Survivor Bill Online	<a href="http://www.rrb.gov/MainLine/paygov/more_info.asp">http://www.rrb.gov/MainLine/paygov/more_info.asp</a>
Pay Unemployment/Sickness Bill Online	<a href="http://www.rrb.gov/MainLine/paygov/more_info.asp">http://www.rrb.gov/MainLine/paygov/more_info.asp</a>

The following (RRB website) Benefit Online Services require a PPW account. **This means the user must establish an RRB Internet Account.** These services are intended for railroad employees who are not receiving annuities:

ACTION	URL
View Service & Compensation History	<a href="http://www.rrb.gov/MainLine/Requests/servcomp.asp">http://www.rrb.gov/MainLine/Requests/servcomp.asp</a>
Get Annuity Rate Estimate	<a href="http://www.rrb.gov/MainLine/RetPlanner/retplanner.asp">http://www.rrb.gov/MainLine/RetPlanner/retplanner.asp</a>
Apply for Unemployment Benefits	<a href="https://secure.rrb.gov/RUIANetUI1/RUIANet1MoreInfo.aspx">https://secure.rrb.gov/RUIANetUI1/RUIANet1MoreInfo.aspx</a>
Claim for Unemployment Benefits	<a href="https://secure.rrb.gov/RUIANetUI3/RUIANetUI3MoreInfo.aspx">https://secure.rrb.gov/RUIANetUI3/RUIANetUI3MoreInfo.aspx</a>
View RUIA Account Statement	<a href="https://secure.rrb.gov/RUIANetAcct/AccountStatementMoreInfo.aspx">https://secure.rrb.gov/RUIANetAcct/AccountStatementMoreInfo.aspx</a>

In order to access the above services requiring an online account, a user must first establish a PPW account. The user can do this by clicking the *request a PRC* link on the **Benefit Online Services menu**. After clicking this link, the Acknowledgement page opens.

The Acknowledgement page opens every time the PPW system is accessed. A user must access the PPW system to create a PPW account, change a password or login to a secure online service. The purpose of this page is to ensure that users are notified of the effect of making a false/fraudulent statement to gain access to any of the Internet services.

- Acknowledgement page link  
<https://secure.rrb.gov/MainLine/PINPassword/acknowledgement.asp?App=NewPassword>

After viewing the Acknowledgement page, if the user clicks the OK button they are taken to the PPW Introduction page. The PPW Introduction page provides customers with a brief explanation of the steps needed to establish a PPW account.

**B) RAIL & LABOR EMPLOYERS:**

**Employer Forms and Publications**

This page ([http://www.rrb.gov/mep/er\\_forms.asp](http://www.rrb.gov/mep/er_forms.asp)) lists employer forms and publications sorted by the following categories:

- Labor Reporting
- Employer Reporting
- Creditable Sickness Payments Reporting
- Employer Exchange Newsletter
- Program and Circular Letters
- Q&A for Office of Labor
- IB-4, Pay for Time Lost from Regular Employment
- G-34, Railroad Retirement Board Reminders for the current year

## Employer Information

This page ([http://www.rrb.gov/mep/er\\_info.asp](http://www.rrb.gov/mep/er_info.asp)) lists information concerning reporting instructions, RUIA Contribution, and additional information for rail and labor employers:

- Reporting Instructions
  - Rail Employers
  - Creditable Sickness Payments
  - Labor Employers
- RUIA Contribution Information

## Employer Online Services

The following (RRB website) Employer Online Service redirects the user to the Pay.gov website and its Rail Employer Settlement Payment form. This service allows employers to accept remittances due the Railroad Retirement Board under sections 2(f) and 12(o) of the Railroad Unemployment Insurance Act (RUIA).

ACTION	URL
Send remittances under sections 2(f) and 12(o) of the RUIA	<a href="https://www.pay.gov/paygov/forms/formInstance.html?agencyFormId=9682773">https://www.pay.gov/paygov/forms/formInstance.html?agencyFormId=9682773</a>

The following (RRB website) Employer Online Service is password protected and allows employers covered under the Railroad Retirement and Railroad Unemployment Insurance Acts to submit specific reporting forms to the RRB over the Internet. To apply for access, employers need to file [Form BA-12, Application for Employer Reporting Internet Access](#).

ACTION	URL
RRB Employer Reporting System	<a href="https://secure.rrb.gov/employer/login_screen.html">https://secure.rrb.gov/employer/login_screen.html</a>