



Enterprise Human Resources and Payroll (EHRP) Instructional Letter

Number: EHRP05-12

Date: April 17, 2005

Subject: Changing Reemployed Annuity Amount

Purpose

The conversion of the HHS payroll system to the Defense Finance and Accounting Service (DFAS) on April 17, 2005 will require some new procedures to handle changes in reporting the reemployed annuity amount that is used to offset the salary of a reemployed annuitant. This letter provides information on the process for handling those actions.

Setting the Reemployed Annuity Offset Amount

DFAS requires that the reemployed annuity offset amount is only transmitted from EHRP to DFAS on the hire action for the reemployed annuitant. If the annuity amount was not sent on the hire action or if the annuity amount changes (e.g. the annual cost of living increase for Federal retirees) then the HR Office must follow the instructions in Payroll Services Letter, PS05-16.

Any changes made in EHRP after the hire action has been submitted will not automatically update DFAS.

For further assistance or for questions regarding the information in this letter, please contact Marie King (MKing@psc.gov) or Theresa Lewis (TLewis@psc.gov).