Retirement Systems Modernization
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Introduction

As part of the Retirement Systems Modernization (RSM) program, OPM is working to build a complete service history for all Federal employees by using historical Individual Retirement Records (IRRs) submitted to OPM along with historic service data being maintained by Agencies in both paper and electronic format. OPM will work with each data owner to best collect the data needed to power the RSM solution.

An Employee's Complete Service History consists of the Historic IRRs at OPM (paper or electronic) plus historic service data maintained at Agencies (paper or electronic). Send all paper records to OPM to complete an Employee's Complete Service History.

Lessons Learned

The OPM RSM team is continuing to receive data for active Federal employees from Shared Service Centers and independent Agencies. As you prepare to send data to RSM, there are data quality and cleansing **"lessons learned"** to keep in mind.

- **Data Providers should send:**
  - All active Federal employee paper retirement records to the ROC in Boyers, PA as soon as possible to create a complete and accurate historical "data" picture of an employee's service in the Federal government, if your Agency has any of these records contact **Vic Karcher (724.794.2005 x3209)** to discuss certification. Send paper records to:
        Retirement Operations Center
        RSM/Attn: Delberta Grossman
        1137 Branchton Rd
        Boyers, PA 16020
  - All military records to RSM if in electronic format
  - All military records to the ROC if they are only available in paper format

- Data cleansing efforts begin at the Agencies. Communicate the following to the Agencies you service:
  - RSM is finding 50% of all retirement records to be incomplete and to require cleansing
  - The Data Cleansing Process similar to preparing an employee record for retirement and should begin at the Agencies now to minimize the effort required for cleansing later; this often involves using the OPF
  - Agencies should prioritize employee cleansing efforts; focus first on employees over age 50 with 10+ years of service (CSRS) and 20+ years of service (FERS)
  - Agencies should review employee records to ensure service history data is complete with dates and type of appointment for each period of service

- The RSM team will work with SSCs to provide the data specifications to obtain a data file of active employees in your SSC. This data file will be used to identify those employees who have paper records in the Retirement Operations Center in Boyers, PA. We will then scan the paper documents and convert specific data elements into an electronic format for the RSM solution

- Review the Enterprise Human Resources Integration (EHRI) Interface Control Document (ICD) version 4.0 as released to participating Agencies on June 5th, 2007 to make system changes as necessary. This document contains the final specifications for payroll, human resources, and training data Agencies are responsible to regularly submit to OPM for the EHRI data warehouse. A subset of these HR and payroll elements will be transmitted to RSM on a bi-weekly basis to support retirement processing and modeling for active employees. Data requirements were developed in a collaborative effort between RSM, EHRI, OPM claims adjudication experts, and the RSM technology vendor.

If you have any questions or would like to suggest a topic for future SSC Bulletins, please contact Terri Caroncino at Terri.Caroncino@opm.gov
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