



**Retirement and Insurance Service  
Benefits Administration Letter**

Number: 00-109

Date: June 30, 2000

**Subject:** Rider Information

Attached is the **June 2000** Retirement and Insurance Service (RIS) Rider. Your agency should also receive the rider through regular printing officer channels. Agencies may order the publications on the attached list by riding (piggy backing) the U.S. Office of Personnel Management's requisition. Your field and regional offices should submit requirements to your department or agency Washington, DC, area headquarters printing office before the **August 31, 2000**, cutoff date. For further information, call (202) 606-0623 or send email to [benefits@opm.gov](mailto:benefits@opm.gov).

The actual cost will vary, depending upon the various specifications and quantity. However the most economical way to obtain bulk quantities is to ride OPM's printing requisitions.

A handwritten signature in cursive script that reads "Mary Sugar".

Mary M. Sugar, Director  
Benefits Officers Resource Center  
Retirement and Insurance Service

Attachment

*Civil Service  
Retirement  
System*

*Federal Employees  
Group Life  
Insurance*

*Federal Employees  
Health Benefits  
Program*

*Federal Employees  
Retirement  
System*