











































**Question:** I have been told not to reenter regular pay on second PAR?

**Answer:** Correct, please refer to second PAR tax year sample.

**Question:** Do we have any information regarding retirees that have been approved for catch up in 2024? My retirees have lots of time. Savings Plus said that 2024 does not apply except for retired annuitants?

**Answer:** SPP

**Question:** When can the 2nd year PAR be submitted?

**Answer:** Please refer to the SCO [Payroll letter 22-016](#).

**Question:** Signed or submitted? 5 day rule.

**Answer:** Please refer to the labor code. 5 business days prior to the employee's separation.

**Question:** Catch up approval amount should be added to the annual limit, correct? The catch letter is not the total allowed, it needs to be added.

**Answer:** Correct, the catchup amount must be included in the annual limit. Please refer to the Lump Sum toolkit for examples.

**Question:** If form is not updated before employee retires, can they put new amounts on old form?

**Answer:** The form must be signed at least 5 business days prior to the employee's separation date. Please refer to Labor Code 201 and 202.

**Question:** Will there be another training on lump sum talking about IRA and how to process them?

**Answer:** No, you may utilize the SCO online training modules.

**Question:** How do you determine the amount that can be deferred?

**Answer:** You may utilize the lump sum calculator.

**Question:** How long can a separated employee have access to Cal Employee Connect - like how many months after separation date?

**Answer:** Currently, even upon separation, the former employee can have access indefinitely as long as they have knowledge of their current log in ID and password. If they've lost it, they can request to reset it.

**Question:** What the process date is pass the form submitted?

**Answer:** Call the SCCC.

**Question:** When is the cutoff?

**Answer:** Cut off for new OE docs was 11/01/22. Cutoff for PR250 response on OE docs is 11/23/22.

**Question:** When employees are enrolling in health during open enrollment, ACAS says I cannot input an effective days over 45 days. When should I enter in ACAS?

**Answer:** The earliest employees are able to be keyed into the ACAS for open enrollment is 45 days prior to 1/1/23, which is 11/18/22.

**Question:** Safe harbor report?

**Answer:** This report is provided by CalHR and is used to ensure we offer health coverage to 95% of federal defined full time employees. If you are not having to correct errors on this report currently, then it is likely your department is within the 95% threshold.

**Question:** How do I obtain this report?

**Answer:** This report is provided by CalHR and is used to ensure we offer health coverage to 95% of federal defined full time employees. If you are not having to correct errors on this report currently, then it is likely your department is within the 95% threshold.

**Question:** What does the 5 day SLA mean? Is that how long it could take to see something updated?

**Answer:** I am unsure of this question or if this for ACA. Are they asking about EEs showing on the Compliance Reports after corrections have been made late in the month? If so, they should drop off the following month.

**Question:** If RA pay goes over to SCO electronically. Does the department still contact CalPERS for payroll reporting?

**Answer:** Not ACAS

**Question:** It is regarding a warrant I have on hold and I need to know if there is a supervisor or point of contact I am able to contact at SCO?

**Answer:** Disbursements