

## Content

### [Overview](#)

### [Re-employed Retirees](#)

### [The Enrollment Process](#)

- [Enrolling Retirees in Employer Self-Service](#)
- [Common Application Issues](#)

### [Re-employment Options](#)

- [Option 1A](#)
- [Option 1B](#)
- [Option 2](#)
- [Option 3A](#)
- [Option 3B](#)

### [Overpayments](#)

- [Option 1A](#)
- [Option 3](#)

### [COLAs for Re-employed Retirees](#)

### [Ending Employment for Re-employed Retirees](#)

- [Option 3A](#)
  - [Refund of Contributions](#)
  - [Supplemental](#)

## Quick Links

### [Sample Forms](#)

- [Form 10-02: Re-employment of Retiree](#)
- [Option 1A Earnings Verification](#)
- [Option 2 Invoice](#)

## Frequently Asked Questions

## Quick Reference: Re-employment Options

## Overview

This chapter outlines the steps to be taken when a retired member returns to work in active state service. A member who returns to active state service in a LASERS eligible position after retirement is considered a re-employed retiree. If a member retired regularly and returns to state service in a LASERS eligible position, he or she must select one of five re-employment options (for more information, refer to the *Re-employment Options* section in this chapter). If a member retired under Disability provisions, refer to [Chapter 13: Disability Retirement](#) for information on re-employment options for Disability retirees.

## Re-employed Retirees

It is the responsibility of the employing agency to determine if the retired member is subject to re-employed retiree restrictions. When hiring a retiree, the agency must first determine:

- ① If the retiree is a LASERS member  
and
- ② If the position is LASERS eligible

These rules **only** apply to retirees of LASERS who are re-employed in state service in a LASERS eligible position. They do not apply to retirees who are self-employed, employed in the private sector, LASERS Disability Retirees or employed in a public position that is not LASERS eligible.

### DETERMINING ELIGIBILITY

LASERS encourages the employer, as well as the retiree, to make sure that the retiree is eligible for rehire prior to his or her re-employment.

Any member who retired with at least 10 years of service and falls into one of the following classes of employees **is subject** to re-employed retiree provisions (this list is not exhaustive):

- ❖ Part-time
- ❖ Temporary
- ❖ Job Appointments
- ❖ Seasonal
- ❖ Work-As-Needed (WAE), except unclassified positions under the Department of Revenue
- ❖ Intermittent rehires

Elected officials who are eligible for membership in LASERS **are subject** to re-employed retiree provisions, *regardless of years of service.*

Classes of employees that **are not subject** to re-employed retiree provisions include, but are not limited to:

- ❖ Any president, vice president, dean, teacher, guidance counselor, or unclassified employee at any state college, university, vocational-technical school, institution, or special school under the control of the State Board of Secondary Education, or any educational institution supported by and under the control of the state or any parish school system
- ❖ Pool employees employed by any of the following agencies: Lallie Kemp Charity Hospital, LSU Medical Center in New Orleans, LSU Medical Center in Shreveport, or LSU Medical Center Health Care Services Division
- ❖ Employees paid per diem
- ❖ Unclassified, temporary seasonal positions with the Department of Revenue
- ❖ Contract Employees
- ❖ Employees with less than 10 years of service with LASERS who are hired to a part-time, temporary, job appointment, seasonal, WAE, or intermittent position

**NOTE:** *The re-employment restrictions do not apply to any member who retired prior to June 30, 2001, was re-employed prior to May 9, 2002, and has remained continually employed.*

Agencies having trouble determining if a new hire is considered a re-employed retiree should utilize tools such as LaGov and LASERS Employer Self-Service (ESS). In LaGov, generate reports PA20 and ZP13 to check if a new hire is a retiree. Non-LaGov agencies

can log into ESS to check if a new hire has ever contributed to LASERS and is currently in a retired status. Agencies are also encouraged to utilize "Ask LASERS" found at [www.lasersonline.org](http://www.lasersonline.org).

## The Enrollment Process

When a retired member is re-employed, the Human Resources Personnel Officer is required to submit [Form 10-02: Re-employment of Retiree](#) to LASERS **immediately**. This form must be submitted for any member who meets the criteria as a re-employed retiree, no matter which option he or she selects.

If the form is not received immediately following re-employment, the retiree will be re-employed under the provisions of Re-employed Retiree **Option 3A** (see the section *Re-employment Options* in this chapter) **and the following will occur:**

- ❖ The member will have to pay back any benefits received after the rehire date.
- ❖ The member will have to pay a lump sum of employee contributions due under Option 3A, retroactive to the date of rehire.
- ❖ The agency will have to pay a lump sum of employer contributions due under Option 3A, retroactive to the date of rehire.

If the form is not received and the retiree selected Option 1A, then the form must be accompanied by an Administrative Error letter.

**NOTE:** *If an agency employs a retiree who retired with a reciprocal recognition from another state, municipal, or parochial system, the retiree must notify all the systems from which he or she is receiving benefits in order to avoid overpayments.*

## ENROLLING RETIREES IN EMPLOYER SELF-SERVICE (ESS)

Once [Form 10-02: Re-employment of Retiree](#) is submitted to LASERS, retirees who selected Re-employment Options 2 and 3A must also be enrolled through ESS. For more information on enrolling members via ESS, refer to [Chapter 1: Membership & Enrollment](#).

## COMMON APPLICATION ISSUES

There are several common issues that are overlooked during the re-employment process that can result in application and administrative errors.

- ❖ Vital information regarding the retiree's employment is inadvertently excluded from the application, such as the rehire date, employment status of part-time or full-time, and if the member is classified or unclassified.
- ❖ A re-employment option is **not** selected.
- ❖ The agency did **not** certify the application.
- ❖ The agency did **not** submit the application immediately following re-employment.

To avoid these issues, please review each application thoroughly and ensure it is received at LASERS upon re-employment.

## Re-employment Options

At the time of re-employment, retirees must choose one of five re-employment options. When making a decision on an option, it is important that retirees consider their estimated earnings, the type of position and the length of their re-employment. Once an option is selected, it is irrevocable and is effective for the full term of the re-employment period.

### RE-EMPLOYED RETIREE OPTION 1A

Retirees selecting Re-employed Retiree Option 1A elect to limit earnings in any fiscal year to 50 percent of their annual retirement benefit. When a retiree is enrolled in Option 1A, LASERS will mail a letter to the agency and retiree that states his or her estimated allowable earnings for the fiscal year.

At the end of each fiscal year, the agency will report the retiree's actual earnings to LASERS. **Retirees are responsible for monitoring their earnings limitation.** They should only consider this option if their anticipated earnings for the fiscal year **will not** exceed the earnings limit.

While re-employed under Re-employed Retiree Option 1A, the retiree will continue to receive a monthly benefit from LASERS and no contributions will be paid to LASERS. Agencies should not enroll Option 1A members through ESS.

### Calculating and Reporting Earnings Limitations

The earnings limit is calculated by adjusting the retiree's annual (monthly times 12) retirement benefit based on inflation according to the United States Department of Labor's Consumer Price Index–Urban (CPI-U) and dividing that number by two.

In June of each year, agencies will receive a request from LASERS to verify the retiree's actual earnings from the previous fiscal year. This verification helps LASERS determine:

- ❖ If a retiree has over earned from the previous fiscal year
- ❖ If a retiree has terminated state service

The earnings reported to LASERS should be what the retiree **actually earned** during the fiscal year, not necessarily what was paid to the retiree. For example, during the 2014-2015 fiscal year (July 1, 2014 – June 30, 2015) a retiree earned \$38,988 (\$2,999 biweekly). For a biweekly-paid retiree, the last pay period earned in June is paid to the retiree in July. However, since the pay period earnings (\$2,999) were earned in June, they should be included in the annual 2014-2015 fiscal year report.

**Example:** Mary retired in 2010 and receives a monthly retirement benefit of \$4,500 (\$54,000 annually). She is currently re-employed under Option 1A, so her earnings limit for the 2014-2015 fiscal year (July 1, 2014 - June 30, 2015) is calculated as follows:

$$\begin{matrix} \text{Annual} \\ \text{Retirement} \\ \text{Earnings} \\ \text{Limit} \end{matrix} \times \begin{matrix} \text{Current Fiscal Yr CPI-U/} \\ \text{Retirement Yr CPI-U} \end{matrix} \div 2 = \begin{matrix} \text{Fiscal Year} \\ \text{Earnings Limit} \end{matrix}$$

$$\$54,000 \times \frac{236.736 \text{ (2014 CPI-U)}}{184.00 \text{ (2010 CPI-U)}} \div 2 = \mathbf{\$34,830}$$

**Mary's earnings limit for the 2014-2015 fiscal year is \$34,830.** Her total earnings cannot exceed the limit for fiscal year 2014-2015. If she earned \$36,053 during the fiscal year, then she would owe \$1,223 (\$36,053 - \$34,830) to LASERS.

The earnings verification must be returned to LASERS by the last day of August. Based on the earnings reported by the agency, a calculation is done to determine if the retiree has over earned. If the actual earnings exceed the limit, then the retiree will owe LASERS the amount of the excess earnings. This money will be recouped through an overpayment process (refer to the *Overpayments* section in this chapter).

Each fiscal year, a retiree may have a different earnings limit based on the CPI-U for the new fiscal year and any changes in the retiree's benefit. In August and September of each fiscal year, letters are mailed to the retiree and agency stating the retiree's estimated allowable earnings for the new fiscal year.

### RE-EMPLOYED RETIREE OPTION 1B

A retiree may select Re-employed Retiree Option 1B if he or she retired with at least 30 years of service credit for eligibility purposes and is at least 70 years of age. Unused leave cannot be used to meet retirement

eligibility; therefore, if a retiree converted unused leave at the time of retirement, it does not count toward the 30-year service credit requirement.

Under this option, the retiree will be exempt from any suspension or reduction in benefits. The retiree may receive a full retirement benefit and a full salary without any limitations. Agencies should not enroll Option 1B members through ESS.

### RE-EMPLOYED RETIREE OPTION 2

Retirees who select Re-employed Retiree Option 2 may regain membership in LASERS by repaying all retirement benefits received plus interest at the LASERS actuarial rate. Once this option is selected, LASERS will mail an invoice to the retiree stating the total amount owed. Retirees will have 90 days to pay the total amount of the invoice. Neither employee nor employer contributions should be submitted until LASERS has received full payment. Since no contributions are being submitted during this waiting period, no service credit will be earned. Furthermore, the retiree's monthly benefit will be suspended until the invoice is paid in full.

Once the invoice is paid in full, all of the retiree's service credit will be restored as if he or she never retired. The retiree will become an *active member of LASERS retroactive to the date of rehire*. Employee and employer contributions, as well as interest, will be owed retroactive to the date of rehire. Agencies are required to enroll Option 2 retirees through ESS.

**NOTE:** *Option 2 is not available to retirees who participate in the Deferred Retirement Option Plan (DROP) or chose the Initial Benefit Option (IBO). Retirees who chose a Regular Retirement with an Actuarially Reduced Benefit are eligible to select this option.*

**RE-EMPLOYED RETIREE OPTION 3A**

Retirees selecting Re-employed Retiree Option 3A may suspend their retirement benefits effective on the re-employment date and become contributing members of LASERS based on their current re-employment. Under Re-employed Retiree Option 3A, there are no earnings limits. Likewise, employee and employer contributions must be paid and agencies are required

to enroll Option 3A retirees through ESS.

Upon subsequent retirement, the suspended retirement benefit will resume on the day following termination. Based on the time re-employed, the retiree will be eligible for a refund or a supplemental benefit (refer to the section *Ending Employment for Option 3A* in this chapter).

*Quick Reference: Re-Employment Options*

Option 1A	<ul style="list-style-type: none"> <li>→ Retirement benefit is not suspended</li> <li>→ Employee and employer contributions are not paid to LASERS</li> <li>→ Retiree does not earn service credit</li> <li>→ Retiree elects to limit earnings in any fiscal year to 50% of annual retirement benefit</li> <li>→ Agency must report annual earnings to determine if retiree is within earnings limit</li> </ul>
Option 1B	<ul style="list-style-type: none"> <li>→ Retiree must be age 70 with 30 years of service</li> <li>→ Retiree is exempt from suspension of retirement benefit</li> <li>→ Retiree does not pay contributions, nor does he or she earn service credit</li> <li>→ No earnings limit</li> </ul>
Option 2	<ul style="list-style-type: none"> <li>→ Retiree regains membership to LASERS</li> <li>→ Retiree is responsible for repaying all benefits received plus interest at actuarial rate</li> <li>→ Retired member is restored to active service</li> </ul>
Option 3A	<ul style="list-style-type: none"> <li>→ Retirement benefit is suspended for duration of re-employment</li> <li>→ Employee and employer contributions are paid to LASERS</li> <li>→ Retiree earns service credit for duration of re-employment</li> <li>→ At termination, retiree’s benefit resumes</li> <li>→ Retiree is eligible for refund of contributions if worked less than three years or supplemental benefit if worked more than three years</li> </ul>
Option 3B	<ul style="list-style-type: none"> <li>→ Retiree must have 30 years of service credit and be retired for one year</li> <li>→ Retiree must be appointed by the Governor to an unclassified position</li> <li>→ Retiree is exempt from suspension of retirement benefit</li> <li>→ Retiree does not pay contributions, nor does he or she earn service credit</li> <li>→ No supplemental benefit is calculated</li> </ul>

If a retiree should die during this period of re-employment, then the benefit will be paid to the named beneficiary based on the option selected at original retirement. Re-employed retirees cannot purchase prior service credit or participate in DROP.



*Retired members who have a DROP or IBO account with LASERS are able to make withdrawals from this account while working as a Re-employed Retiree Option 3A.*

### RE-EMPLOYED RETIREE OPTION 3B

A retiree may select Re-employed Retiree Option 3B if he or she is appointed by the Governor to an unclassified position. The retiree must have retired with at least 30 years of service credit and have been retired at least one year. Unused leave cannot be used to meet retirement eligibility; therefore, if a retiree converted unused leave at the time of retirement, it does not count toward the 30-year service credit requirement.

Under Re-employed Retiree Option 3B, the retiree will be exempt from any suspension of benefits. The retiree may receive a full retirement benefit and a full salary without any limitations. No contributions will be paid to LASERS. While re-employed, the retiree will not earn service credit, nor will he or she be eligible for a supplemental benefit at the time of termination. Once this option is selected, the agency must certify the retiree's appointment by the Governor to the unclassified position.

## Overpayments

Re-employed retirees may occasionally receive an overpayment of benefits.

### OPTION 1A OVERPAYMENTS

A re-employed retiree who chooses Option 1A could potentially have an overpayment of benefits if the retiree's actual salary exceeded his or her earnings

limit for the fiscal year. In this situation, the retiree will be invoiced for the overpayment of benefits. The retiree has 30 days to pay the invoice. If the invoice is not paid within 30 days, a percentage of the retiree's overpayment will be deducted from the monthly benefit until the overpayment has been recouped.

### OPTION 3A OVERPAYMENTS

A re-employed retiree who chooses Option 3A could potentially receive an overpayment of benefits if his or her paperwork is not submitted in a timely manner. For example, a retiree returns to work on January 15th but the paperwork is not submitted to LASERS until February 15th. At this point, the retiree would have an overpayment of benefits because he or she received payment for February that should not have been paid.

Since the retiree's benefit is suspended, the overpayment cannot be recouped from his or her monthly benefit. In this situation, the retiree is invoiced and has 30 days to pay the invoice in full. The retiree can contact LASERS to make payment arrangements. If the retiree does not comply within 90 days, the overpayment will be turned over to collections.

## Cost-of-Living Adjustments (COLAs) for Re-employed Retirees

While re-employed, retirees who selected Options 1A and 1B are eligible to receive a system generated COLA if one is granted and they are otherwise eligible. Retirees who have been re-employed under Option 3A will not receive a system generated COLA if their monthly retirement benefit is suspended at the time the COLA is granted. If a COLA is granted in the year that a re-employed retiree under Option 3A terminates, he or she must have been receiving a benefit for a total of one year and have terminated employment no later than June 30 of that year to be eligible for the COLA.

## Ending Employment For Re-employed Retirees

When a re-employed retiree is ready to end employment, the agency's Human Resources Office should supply the retiree with one of following applications:

- ❖ [Form 10-02B: Re-employed Retiree Option 3A Certification at End of Employment](#) – to be completed when an Option 3A re-employed retiree terminates employment.
- ❖ [Form 10-02C: Re-employed Retiree Option 1A or 1B Certification at End of Employment](#) – to be completed when an Option 1A or 1B re-employed retiree terminates employment.

Upon completion of the appropriate application, the retiree will submit the paperwork to his or her Human Resources Office. The Human Resources Personnel Officer will review the application to make sure it is completed in its entirety and submit it to LASERS. All applications must be certified by the agency; uncertified applications will not be accepted. Faxed copies are acceptable.

**NOTE:** Retirement benefits of re-employed retirees do not automatically resume. Upon termination, the applicable form is required in order to facilitate the reinstatement of the retiree's benefit.

### ENDING EMPLOYMENT FOR OPTION 3A

When Option 3A Re-employed Retirees terminate re-employment, they will be eligible for one of the following:

- Retirees who worked *less than three years* will be eligible for a refund of employee contributions
- OR -
- Retirees who worked *three years or more* will be eligible for a supplemental benefit

This selection should be made on the [Form 10-02B: Re-employed Retiree Option 3A Certification at End of Employment](#). When their end of employment certification has been received by LASERS, they will be eligible to receive benefits the day after the termination date. Depending upon the date that the end of employment certification is received, benefits will be paid retroactively to the day after the termination date.

### Refund of Contributions

If an Option 3A Re-employed Retiree works less than three years, the retiree will be eligible for a refund of the employee contributions that were submitted to LASERS during the re-employment period. In order to receive a refund, he or she must submit [Form 02-01: Refund of Accumulated Contributions](#) along with [Form 10-02B: Re-employed Retiree Option 3 Certification at End of Employment](#).

Most refunds are issued to retirees approximately 90 days from the date that all necessary documents are received by LASERS. For more information regarding [Form 02-01: Refund of Accumulated Contributions](#), reference [Chapter 4: Refunds of Contributions](#).

### Supplemental Benefit

Option 3A Re-employed Retirees who work three years or more are eligible for a supplemental benefit. The supplemental benefit is calculated based on the additional years of service credit earned while re-employed, plus any unused leave. These retirees will receive the supplemental benefit in addition to their current monthly benefit.

For retirees who originally retired with a regular retirement with an actuarially reduced benefit, the reduction of their supplemental benefit depends on their current eligibility for regular retirement. If the re-employed retiree *has reached regular retirement eligibility* at the time of the re-employment retirement date, the supplemental benefit **will not** be reduced. If he or she *has not reached regular retirement eligibility* at the time of the re-employment retirement date, the supplemental benefit **will** be reduced.

**NOTE:** *Re-employed retirees who work less than three years are not eligible to receive a supplemental benefit for additional years of service or unused leave.*

### Final Average Compensation (FAC)

The calculation of the retiree's supplemental benefit for the re-employed time period depends on the retiree's final average compensation (FAC) period at the original retirement.

- If a retiree had a **36-month final average compensation** at retirement, the supplemental benefit will be based on a 36-month FAC for time worked while re-employed.
- If a retiree had a **60-month final average compensation** at retirement, the supplemental benefit will be based on a 60-month FAC for time worked while re-employed. If an Option 3 Re-employed Retiree does not have 60 successive months of employment during the re-employed time period, the FAC will be calculated using all months of re-employment plus any months preceding retirement in order to reach 60 months.

### Leave Selection

If an Option 3A Re-employed Retiree is eligible to receive a supplemental benefit, he or she will make a leave selection as indicated on [Form 10-02B: Re-employed Retiree Option 3 Certification at End of Employment](#). A retiree can choose from the same leave options that are available under regular retirement. The options listed on the application are:

- ① Convert all unused annual and sick leave to retirement credit
- ② Receive a one-time, lump sum payment of leave calculated at an actuarial value
- ③ Make a direct rollover to an eligible account at a financial institution

The agency should submit [Form 07-01: Certification of Unused Annual and Sick Leave](#) to LASERS no more than 30 days after the retiree's re-employment retirement date. For more information on choosing a leave option and how leave is calculated, reference [Chapter 14: Conversion of Unused Annual & Sick Leave](#). If a retiree selects a direct rollover, then [Form 02-01A: Authorization for Direct Rollover](#) must be submitted along with the end-of-employment application.

### Supplemental Benefit Exceeding 100% of Final Average Compensation

Once a retiree reaches 100% of his or her final average compensation (FAC) while re-employed, no further employee contributions are required. However, employer contributions would continue. The retiree will still continue to accrue service credit toward his or her supplemental benefit during re-employment.

At subsequent retirement, the retiree's supplemental benefit will be calculated the same way it would have been calculated if the member had never stopped contributing. However, the retiree's total benefit (supplemental benefit + retirement benefit) cannot exceed the higher of the two FACs.



### Calculating a Supplemental Benefit

**Example:** When JoAnn retired with 30 years of service, she had a 36-month FAC of \$40,000 and chose the Maximum Option. Her monthly retirement benefit was \$2,500.

She was re-employed and selected re-employment Option 3. JoAnn worked for 5.20 years after retiring. Because she worked greater than 3 years, she earned a new FAC of \$50,000. She had 1.00 years of unused leave. Her supplemental benefit was calculated as follows:

#### Re-employment Supplemental Benefit

Supplemental FAC	\$50,000
x	x
Accrual Rate	2.5%
x	x
Years of Service	5.20
=	=
<b>Supplemental Benefit</b>	<b>\$6,500 per year (\$541.67 monthly)</b>

#### Unused Leave Converted to Service Credit

Supplemental FAC	\$50,000
x	x
Accrual Rate	2.5%
x	x
Years of Service	1.00
=	=
<b>Leave Conversion</b>	<b>\$1,250 per year (\$104.17 monthly)</b>

JoAnn's total supplemental benefit is **\$645.84** (supplemental benefit + leave conversion).

Her monthly retirement benefit is calculated by adding her retirement benefit and her supplemental benefit: \$2,500 + \$645.84 = \$3,145.84. Therefore, she will receive **\$3,145.84** per month until her death.

### Frequently Asked Questions

**1. How much can a re-employed retiree under Option 1A earn?**

*A re-employed retiree under Option 1A is allowed to earn up to 50% of his or her annual retirement benefit adjusted for inflation.*

**2. Can a re-employed retiree change from Option 1A to Option 3A?**

*The option selected at the time of re-employment is for the duration of the employment. A re-employed retiree must terminate under the initial option and then be rehired in order to select another option.*

**3. Can a retiree select a different retirement option for his or her supplemental benefit than he or she chose for the original benefit?**

*No. A change in retirement option is not permitted.*

**4. Can a re-employed retiree select a different retirement beneficiary for his or her supplemental benefit?**

*No. The member cannot select a different beneficiary for his or her supplemental benefit if the member has chosen a lifetime annuity benefit for the retirement beneficiary.*

*If the member initially chose the Maximum Option or Option 1, then the member may change the retirement beneficiary(ies) at any time. This change will be effective for the retirement benefit plus any supplemental benefit earned while re-employed.*

**5. Can a rank-and-file re-employed retiree receive a refund of employee contributions if the retiree worked more than three years?**

*No. The retiree must work less than three years in order to receive a refund of employee contributions.*

## Reference Material

### APPLICABLE FORMS

- [02-01: Refund of Accumulated Contributions](#)
- [02-01A: Authorization for Direct Rollover](#)
- [07-01: Certification of Unused Annual and Sick Leave](#)
- [10-02: Re-employment of Retiree](#)
- [10-02B: Re-employed Retiree Option 3A Certification at End of Employment](#)
- [10-02C: Re-employed Retiree Option 1A or 1B Certification at End of Employment](#)

### APPLICABLE AGENCY LIAISON MEMORANDA

- [12-21: Procedures When Hiring Re-employed Retirees](#)
- [13-23: Rehired Retirees](#)

### APPLICABLE LAWS & RULES

(Note: this list is not exhaustive)

- [La. R.S. 11:149](#) Re-employment of Retirees
- [La. R.S. 11:416](#) Employment of Retirees
- [La. R.S. 11:416.1](#) Reemployment of Retirees Under Act 455 of the 2001 Regular Session
- [LAC 58:l.3701](#) Conversion of Unused Leave to Service Credit
- [Act 165 of 2002](#) Re-employed Retirees
- [Act 455 of 2001](#) Re-employed Retirees Option 4

### APPLICABLE CHAPTER IN MEMBER'S GUIDE TO RETIREMENT

- [Chapter 19: Re-employed Retirees](#)

# Sample Form 10-02: Re-employment of Retiree

Form 10-2  
R022015

PRINT ALL INFORMATION  
www.lasersonline.org

**LASERS**  
Louisiana State Employees  
Retirement System  
P.O. Box 44213, Baton Rouge, LA 70804-4213  
225-922-0600 · Toll-Free 1-800-256-3000



**Re-employment of Retiree**

Member's First Name	Middle Name	Last Name	Today's Date	Social Security Number
Jane	C.	Smith	3/31/2016	xxx-xx-5555

IMPORTANT: Complete the entire form. Follow the specific instructions for each section. All dates should be in MM/DD/YYYY format.

**SECTION 1: RETIREE INFORMATION**

INSTRUCTIONS: In accordance with La. R.S. 11:416, this form must be completed and returned to LASERS within 45 days of your re-employment. It is your responsibility to determine the appropriate re-employment option based on the type of position and estimated earnings for your period of employment. Upon termination, depending on the option chosen, Form 10-02B Re-employed Retiree Option 3 Certification at End of Employment, or Form 10-02C Re-employed Retiree Option 1A or 1B Certification at End of Employment must be completed and returned to LASERS.

Member's Mailing Address	City	State	Zip Code
123 XYZ Street	Baton Rouge	LA	70808

Daytime Area Code/Phone Number	Evening Area Code/Phone Number	Email Address	Birth Date
(225) 555-5555	(225) 555-5555	janesmith@lastateagency.gov	09/01/1966

Rehired Date	Position Title
04/01/2016	Admin Assist

Employment Status:  Full Time  Part Time

Classified  Unclassified

Are you receiving a benefit from LASERS or another state or statewide retirement system?  Yes  No

If you answered "Yes" to the question above, list the name of the system from which you are receiving benefits:

LASERS

Social Security Number
xxx-xx-5555

10-2 R022014

CONTINUE ON NEXT PAGE

ERBER

Page 1

**SECTION 2: SELECTION OF RE-EMPLOYMENT OPTION**

I elect the following option during the period of my re-employment after retirement. I will notify LASERS immediately if any condition of my re-employment changes. I understand that this option is irrevocable for the full period of my re-employment.

- OPTION 1A: I elect to limit my earnings during each fiscal year to 50% of my annual retirement benefit (as adjusted by the Consumer Price Index). I may contact LASERS to request a calculation of the earnings limit for each fiscal year. I understand that the estimated earnings must be reported to LASERS at the beginning of the fiscal year and the actual earnings must be reported at the end of each fiscal year. It is my responsibility to monitor the actual earnings during the fiscal year to ensure that the earnings limit is not exceeded. I understand that if my earnings do exceed my earnings limit, my future retirement benefit will be reduced to the amount the earnings exceeded the limit. You should consider another option if your estimated earnings are expected to exceed the earnings limit.
- OPTION 1B: I certify that I am at least 70 years of age and retired with at least 30 years of service credit (exclusive of converted leave) and I am exempt from any suspension or reduction of benefits.
- OPTION 2: I elect to repay all retirement benefits received since the date of my retirement plus interest at the actuarial rate. This will restore my service credit, and I will return to active member status. (This option is not available to any retiree who participated in DROP, elected to retire with an Initial Benefit Option (IBO), or retired under an early retirement provision. The 20 years at any age actuarially reduced retirement is not an early retirement.)
- OPTION 3: I elect to suspend my benefits during the period of my re-employment. Employee and employer contributions must be paid on the amount of my earnings and there is no limit on the amount of my earnings. If I work at least 36 months, a supplemental retirement benefit will be calculated based on this period of service and the average compensation. If I work less than 36 months, I will receive a refund of my contributions, without interest. When I subsequently retire, my suspended benefit will be restored.

**SECTION 3: MEMBER SIGNATURE**

I hereby certify that the employment information stated above is correct to the best of my knowledge. If I select Option 1A, I understand that it is my responsibility to monitor my earnings to ensure that I do not exceed the limitation. I understand that this choice is irrevocable for the full term of my re-employment.

Member's Signature	Date
Jane C Smith	03/31/2016

**SECTION 4: AGENCY SIGNATURE AND CERTIFICATION**

Name of Personnel Officer	Title
Donna Brooks	Human Resource Manager

Name of Agency	LASERS Agency Number
LA State Agency	0000

Mailing Address	City	State	Zip Code
8401 United Plaza Blvd	Baton Rouge	LA	70809

Signature of Personnel Officer	Date	Daytime Area Code/Phone Number
Donna Brooks	03/31/2016	(225) 555-5555

EARNINGS REPORTING: This employee's earnings will be reported as:  9 months  10 months  12 months

Page 2

10-2 R022014

RETAIN A COPY FOR YOUR RECORDS

ERBER37 Page 2 of 2

# Sample Option 1A Earnings Verification



8401 United Plaza Blvd, Baton Rouge, LA 70809 | Mail: P.O. Box 44213, Baton Rouge, LA 70804-4213  
Toll-free 1.800.256.3000 | Local 225.922.0600 | www.lasersonline.org

July 7, 2016

LA STATE AGENCY  
DONNA BROOKS  
8401 UNITED PLAZA BLVD  
BATON ROUGE, LA 70809

Re: JOHN SMITH  
SSN: XXX-XX-5678

Dear Donna Brooks,

You must certify the 2015-2016 fiscal year earnings for the above named Option 1A rehired retiree. Please complete the section below and return this form to our office by August 31, 2016.

\$29,559.32  
Amount Earned

\_\_\_\_\_  
Termination Date (if applicable)

Donna Brooks  
Agency Liaison Name (PRINT)

Donna Brooks  
Agency Liaison Name (SIGNATURE)

8/24/16  
Date

- Only include the amount that the member earned as a rehired retiree (do not include earnings from before the member retired).
- Include all earnings paid to the employee including overtime, optional pay, allowances, etc.
- Please include all money earned, not paid, during the fiscal year (earnings for all days worked between July 1, 2015 and June 30, 2016).
- Only supply the termination date if the employee is no longer employed.

If you have any questions, please call LASERS at 225.922.0600 or, if outside the Baton Rouge area, call 1.800.256.3000.

Sincerely,  
Fiscal Division

**BOARD OF TRUSTEES:**

Judge William Kleinpeter, Board Chair  
Janice Lansing, Vice Chair  
Thomas Bickham  
Virginia Burton  
Commissioner Jay Dardeme

Beverly Hodges  
Hon. John Kennedy  
Sen. Barrow Peacock  
Rep. Kevin Pearson

Lori Pierce  
Kathy Singleton  
Shannon Templett  
Lorry Simmons Trotter

Cindy Rougeon, Executive Director



## Sample Option 2 Invoice



**Louisiana State Employees' Retirement System**

8401 United Plaza Blvd. • Baton Rouge, LA 70809

Web: [www.lasersonline.org](http://www.lasersonline.org)

Mail: P.O. Box 44213 • Baton Rouge, LA 70804-4213

Phone: (toll-free) 1.800.256.3000 • (local) 225.922.0600

03/31/2016

XXX-XX-5555

Mary Smith  
PO Box 1234  
Baton Rouge, LA 70817

Dear Mary Smith,

We received your Reemployment of Retiree form stating that you returned to work on 03/15/2016. Since you chose Option 2, your monthly benefit will be suspended beginning with the 04/01/2016 check. All retirement benefits that you have received thus far, plus interest at the actuarial rate, must be repaid to complete your request for Option 2. You will have 90 days to pay the total amount due. Please be aware that neither employee nor employer contributions should be submitted until LASERS has received your payment. Because of this, you will not earn service credit during this waiting period.

<b>Total Benefits Received:</b>	\$33,798.06		
<b>Actuarial Interest:</b>	\$2,090.13		
<b>Total Amount Due:</b>	\$35,888.19	\$36,100.55	\$36,337.13
<b>Date Due By:</b>	04/13/2016	05/13/2016	06/12/2016

If you decide to repay the total amount due, you will return to active status and all LASERS service credit will be restored. Once you return to active status, you will become a contributing member of the system and employee and employer contributions will once again be paid into LASERS through your employer.

If you decide not to pay the total amount due, in accordance with R.S. 11:416 the option selection is irrevocable until you terminate service. Because of this irrevocability you must terminate service and be rehired in order to change options. If you choose Option 1, your retirement benefit will continue; however, your earnings must not exceed 50% of your annual retirement benefit for each fiscal year. If you choose Option 3, your retirement benefit will be suspended and you will become a contributing member of LASERS. If you work at least 36 months under Option 3, a supplemental benefit will be added to your retirement check upon termination. If you work less than 36 months under Option 3, a refund of contributions will be issued upon termination. If you select Option 2 again, you will only have 30 days in which to pay the cost, else our legal department will become involved.

If you have any questions, please call LASERS at 225.922.0600 or, if outside the Baton Rouge area, 800.256.3000.

Sincerely,

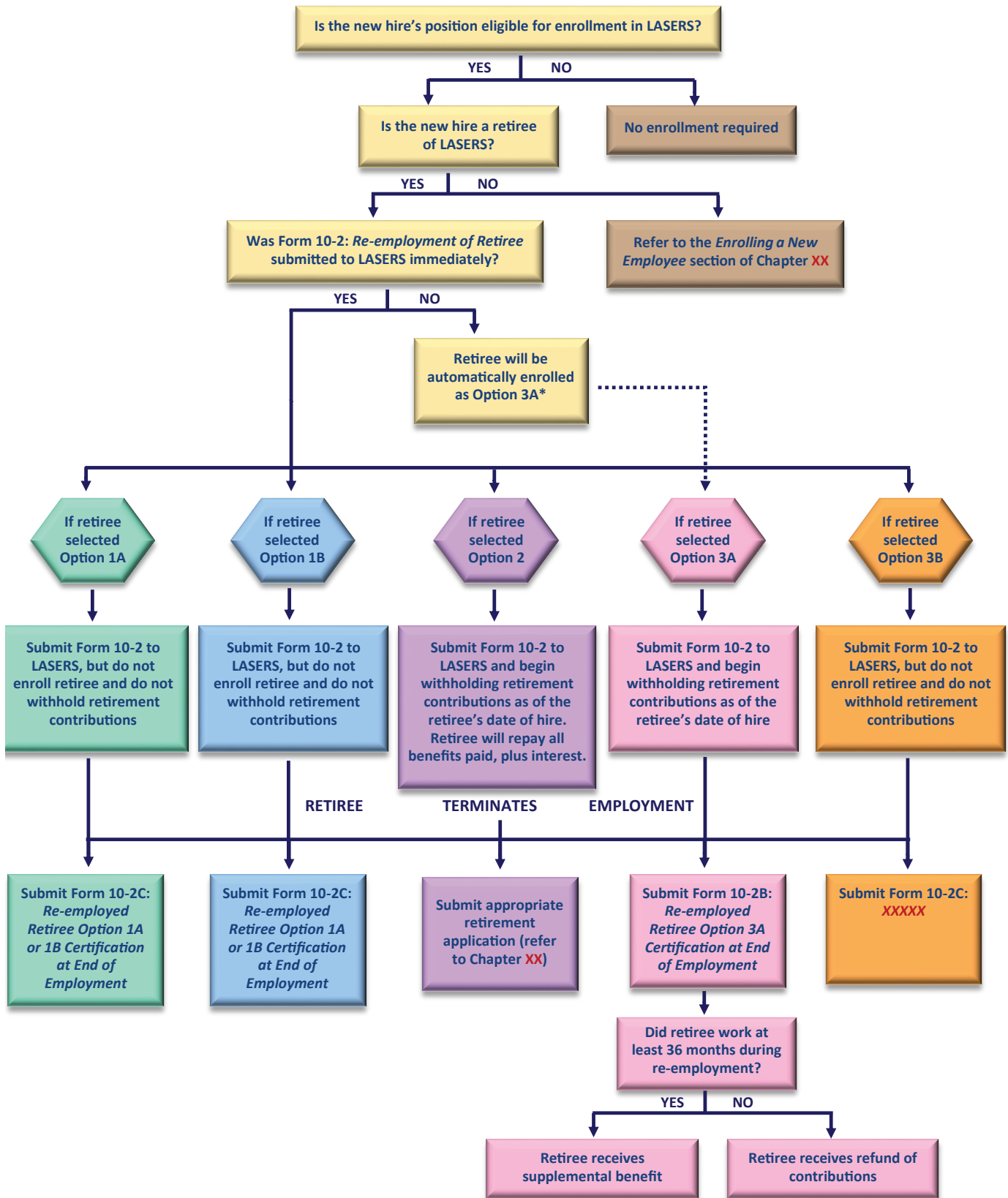
Fiscal Division

Cc: LA State Agency

<b>Board of Trustees:</b>	Judge William Kleinpeter, Board Chair	Beverly Hodges	Lori Pierce	Cindy Rougeou, Executive Director
	Janice Lansing, Vice Chair	Hon. John Kennedy	Kathy Singleton	
	Thomas Bickham	Sen. Barrow Peacock	Shannon Templet	
	Virginia Burton	Rep. Kevin Pearson	Lorry Simmons Trotter	
	Commissioner Jay Dardenne			

**LASERS** Benefits Louisiana.

# Re-employed Retirees



\* If an enrollment error occurred, submit an Admin Error letter to LASERS along with Form 10-2 (refer to *The Enrollment Process* section of this chapter)