

E-MAIL MESSAGE TO EMPLOYERS — April 24, 2018

TO: Certifying Officers, Local Education Employers, Local Government Employers, and State Employers

FROM: The New Jersey Division of Pensions & Benefits (NJDPB), Benefits Education

SUBJECT: Employer Webinars and Classroom Training Sessions Available

New dates for **Employer Training opportunities** have been posted to the Division of Pensions & Benefits website. These sessions address a wide range of topics and are available to Certifying Officers and other personnel who are responsible for the administration of pensions and benefits.

The NJDPB is also pleased to offer **live Classroom Training sessions** at the Richard J. Hughes Justice Complex, Trenton. Please note the following classroom training dates and topics:

- Friday, May 11, 2018 – 9:00 a.m. — Pension Processing Part 1 for Local Education Employers
- Monday, May 14, 2018 – 9:00 a.m. — Pension Processing Part 1 for Local Government Employers
- Monday, May 21, 2018 – 9:00 a.m. — Pension Processing Part 2 for all employers
- Monday, June 25, 2018 – 9:00 a.m. — Internet Report of Contributions (IROC) Training

All employer training topics and a wide range of dates are available on our website. For a complete list and to register, visit:

<http://www.state.nj.us/treasury/pensions/employer-training.shtml>

DISTRIBUTION OF THIS MESSAGE

Certifying Officers should make this information available to their Human Resources staff, benefit administrators, and any other staff members responsible for the administration of pension and benefits for employees.

Please note: It is important that the Certifying Officer's e-mail address is kept current with the Employer Pensions and Benefits Information Connection (EPIC) to assure the accurate and timely delivery of this information. Update your information using the Employer Demographics application in EPIC.

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If you have questions or concerns about the content of this message, contact the Division of Pensions & Benefits at: pensions.nj@treas.nj.gov or go to: <https://www.nj.gov/treas/pensions/pensionmail.shtml>