

County of Cumberland Board of Chosen Freeholders	Policy Number: 2.19	Pages: 1 of 2
Chapter: Employee Benefits	Effective Date: September 14, 2006 Supersedes Policy 2.19 dated: 8/11/1994	
Subject: Pension/Retirement		

I. POLICY:

Cumberland County Government shall comply with Chapter 84, P.L. 1954 establishing the Public Employees Retirement System and with Chapter 255, P.L. 1944 which established the Police and Fireman's Retirement System.

II. DEFINITIONS: NONE

III. PROCEDURE:

A. Pension

1. The Cumberland County Treasurer's Office shall ensure:
 - a. That all permanent employees are enrolled in PERS or P & FPS depending on job title.
 - b. That all provisional employees employed for one year and eligible for PERS are enrolled in PERS.
 - c. That all permanent and/or provisional employees employed one year are enrolled in the contributory life insurance plan of PERS.
2. Department Heads shall refer employees who have questions about the pension system or pension benefits such as life insurance or pension loans to the Treasurer's Office.

B. Retirement

1. The Cumberland County Treasurer's Office shall provide information and assistance to the employees who have questions or problems concerning retirement benefits, or who wish to process applications for retirement or who would like a preliminary quotation of benefits.

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2. Department Heads shall refer employees who need information or assistance concerning retirement to the Treasurer's Office.

C. Department Heads who require information on either PERS or P & FPS regarding:

- Eligibility For Membership
- Rates of Contribution
- Multiple and Dual Memberships
- Transfers
- Purchase of Service Credit
- Loans
- Retirement Conditions & Types
- Group Life Insurance Coverage
- Death Claims
- Withdrawal of Member Contributions

Shall obtain said information from the County Treasurer's Office.

D. The Cumberland County Treasurer's Office shall ensure that member and employer contributions are forwarded to the Division of Pensions as required.