

## **E-MAIL MESSAGE TO EMPLOYERS — February 23, 2015**

**TO:** Certifying Officers of the Police and Firemen's Retirement System (PFRS)

**FROM:** The New Jersey Division of Pensions and Benefits

**SUBJECT: EPIC PFRS Enrollment Application**

The Division of Pensions and Benefits is pleased to announce that all locations can now enroll Police and Firemen's Retirement System (PFRS) members online via the Employer Pension and Benefit Information Connection (EPIC). This memorandum is a follow up to the [Certifying Officer Letter dated November 5, 2014](#).

When an employee is eligible to become a member of the PFRS, log on to EPIC and select the online 'PFRS Enrollment' button. Paper *Enrollment Applications* mailed to the Division of Pensions and Benefits will be returned to you for processing through EPIC, with the exception of paper applications accompanied by an *Application for Interfund Transfer*.

### **DISTRIBUTION OF THIS LETTER**

Certifying Officers should forward this message to their human resources staff, benefit administrators, and any other staff members responsible for the administration of pension benefits for employees.

If you need to review previous e-messages, they are available on the Division's Web site at: <http://www.state.nj.us/treasury/pensions> At the home page, go to "Online Services — Employer Pensions and Benefits Information Connection (EPIC)" and then on the EPIC page select "Archive of E-Messages."

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.