



TO: AGENCY HEADS AND AGENCY PERSONNEL ADMINISTRATORS
DT: November 29, 2004
RE: Addendum to PARS Memorandum

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ALAN J. MAZZOLA
Deputy Commissioner

This memorandum serves as an addendum to DAS Official Memorandum No. 04-07 (04-07) dated August 11, 2004. Its purpose is to clarify eligibility for 2003-04 PARS payments to managers with a deferred ERIP retirement date. (This information will be added to the responses to Questions #15 and #17 under the Frequently Asked Questions in 04-07 as shown below.)

Specifically, the Department of Administrative Services and the Office of Labor Relations have deemed the official retirement date for these individuals must be considered when determining their eligibility for PARS (rather than the retirement deadline of June 1, 2003 originally mandated under the ERIP guidelines) as these individuals retain their status as active State employees until the effective date of their retirement.

Therefore, any managerial employee who was eligible for retirement under the ERIP Program who has been authorized to remain employed with the State of Connecticut in a managerial position beyond June 1, 2003 and who meets all other PARS Program requirements is eligible to receive a full PARS payment effective October 1, 2004. This includes bonus payments under the PARS Program, if applicable.

This information may also be found on the Department of Administrative Services' website – Human Resources page under the Business Rules & Regulations section (Search Official Memoranda). If you have any questions concerning this information, please contact Martin Anderson via Email at martin.anderson@po.state.ct.us or at (860) 713-5042.

Alan J. Mazzola

ALAN J. MAZZOLA
DEPUTY COMMISSIONER

04-09

Question 15: *If an employee retires, is laid off or dies after June 30, 2004, but prior to the deferred PARS payout date, is he/she eligible to receive a PARS payment?*

Answer: Yes if the performance rating of the employee was "fully successful" or better and he/she completed a full rating year (7/1/2003 to 6/30/2004). Additionally, certain employees who have been authorized to defer their (ERIP) retirement beyond June 1, 2003 are eligible for a full PARS payment.

Question 17: *Are managers who resign in good standing during the rating year eligible to receive a PARS payment?*

Answer: No, only managers who retire, are laid-off or die between January 1 and June 30 may receive a pro-rated, bonus. Payments are to be made as a lump sum consistent with general notice 86-3 of August 6, 1986 except that the payment will be at 75% of the amount they would have received had this been a full year of PARS. These payments are NOT available to those who are dismissed or resign during the year. Again, those employees authorized to defer their (ERIP) retirement beyond June 1, 2003 are eligible for a full PARS payment.