

# Hot Off The Press

## SCREEN 318 – Working Retirees

Effective with the September reporting, form TRS 118 will no longer be used to report working retirees to TRS. The information will be sent via the web, similar to the **RP** and **MD** files. TRS breaks the reporting of retired members into two areas. Area 1 reports service retirees who retired on or AFTER January 1, 2001, and all disability retirees regardless of retirement date. Area 2 reports the number of retirees by position code who retired BEFORE January 1, 2001. Screen 318 will be used to meet the reporting requirements for Area 1 retirees.

BP8048 will continue to be used as the work report to identify working retirees. It has been modified so that it more clearly identifies retirees who fall under Area 1 and Area 2. Area 1 retirees will automatically be written to the Tables file and can be shown on Screen 318 by entering the reporting month and year. Once the hours and other detailed information have been filled in, the production staff should be contacted to produce the **ER** file. The **ER** file will be transmitted similar to the **MD** and **RP** file. The **ER** file will meet the requirements for Area 1 retirees. Detail is needed only for the Area 1 retirees. Area 2 retirees are only entered on the Signature component of TRAQS. The submission must reach a “Completed” status before it will be considered a good submission for the month.

Screens 316 and 317 have been re-worked and changed to a pick list format. Screen 316, 317, and 318 will provide a pick list after the reporting month and year have been entered. All the available SSN's for the reporting period will be shown. An SSN may then be (A)dded, (C)hanged, or (D)eleted by entering A,C, or D in the function field. Documentation for the screens have been updated and placed in Section 7 of the BPP User's Manual - User Table on the BPP Web Site. File specifications for the **ER** file can be found in your TRAQS manual. Information not gathered on Screen 318 will be taken from the personnel information on Screen 101. Access to Screen 318 may be granted by supplying your USERID to the BPP Operations Center security officers (bpphelp@sagomail.tamu.edu).

