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SYSTEM

Linda K. Johnsrud
Executive Vice President for
Academic Affairs/Provost

January 19, 2011

ADMINISTRATIVE PROCEDURES MEMORANDUM NO. 11-01

TO: University Administrators and Chancellors

FROM: Linda K. Johnsrud 
Executive Vice President for Academic Affairs/Provost

SUBJECT: NEW ADMINISTRATIVE PROCEDURE A9.580 – EMPLOYMENT OF
EMPLOYEES' RETIREMENT SYSTEM (ERS) RETIRANTS

Transmitted herewith is the new Administrative Procedure A9.580 – Employment of Employees' Retirement System (ERS) Retirants. The purpose of this procedure is to provide guidelines and instructions for the employment of retirants of the State of Hawai'i Employees' Retirement System (ERS) in accordance with Chapter 88, Hawai'i Revised Statutes (HRS) and the Internal Revenue Code Section 401(a). The University may re-employ an ERS retirant if the retirant re-enrolls in the ERS or if employment without re-enrollment in the ERS is authorized by Chapter 88, HRS. An ERS retirant may return to work in a State or county temporary, part-time, casual, lecturer or other position that is excluded from ERS membership if the retirant had a six (6) consecutive full calendar month break from State or county employment, including the Research Corporation of the University of Hawai'i (RCUH). An ERS retirant may also return to work in a labor shortage or difficult-to-fill position, as identified by the approving authority, if the retirant had a twelve (12) consecutive full calendar month break from State or county employment, including the RCUH.

Please call the Office of Human Resources at 956-8643 should you have any questions on this procedure.

Attachment