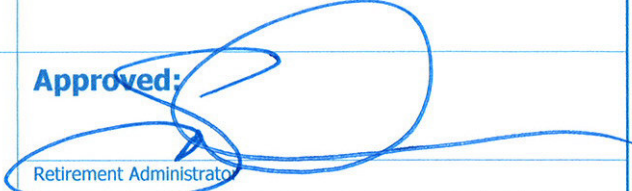




RETIREMENT BOARD POLICY AND REFERENCE MANUAL

SUBJECT: ADMINISTRATION OF BENEFITS FOR MEMBERS IN A DEFERRED VESTED STATUS	Section: 2-25 Date Adopted/Revised: 02/11/2009
SYSTEM(S): JOINT	Approved:  Retirement Administrator

PURPOSE

The purpose of this policy is to provide staff with guidance in counseling and administering retirement benefits for System members in a deferred vested status.

POLICY

- Pursuant to the Fresno Municipal Code, ultimately it is the member's responsibility to inform the Retirement System, in writing, when he/she reaches an age eligible for retirement and wishes to begin receiving retirement benefits.
- Distribution of retirement benefits begins upon submission of a retirement application and eligibility of the member to receive retirement benefits. There is no retroactivity of retirement benefits.
- It is the member's responsibility to inform the Retirement Office of his/her current mailing address.

PROCEDURES

- At separation from City service, Retirement staff will advise the deferred vested member of the Boards' policy items listed above.
- Approximately six months before a deferred vested member reaches full retirement age, retirement staff will attempt to notice the member requesting that he/she contact the Retirement Office to complete elections and documents to begin distribution of retirement benefits.

1. Adopted 11/22/2005
2. Annual Review, administrative changes, revised 2/11/2009