

**Retirement Board**

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Memorandum

To: Liaison Officers

From: Brian Snyder, Director  
Employer & Production Services

Date: July 15, 2009

Re: Furlough Certification Form

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The passage of Senate Bill 433 during the 2009 Legislative Session requires each public employer that is participating in the furlough program to certify to PERS if the employer is participating in the furlough program established pursuant to Section 3 of Senate Bill 433. All employers that are participating in the program must complete the enclosed Employer Furlough Certification Form and return it to our office.

Participating employers will also be required to submit a monthly report which includes information regarding the employees that will be on furlough leave. Instructions for the report format are enclosed. If there are any questions regarding this matter, I can be reached at (775) 687-4200 extension 230, or contact Cindy Yadon at extension 227.