



Office of the State Comptroller
PAYROLL BULLETIN

Subject New Insurance Deduction Program for the Public Employees Federation	Bulletin No. P-809
	Date March 11, 1994

A new payroll deduction program has been established for employees who are members of the Public Employees Federation. The new program is PEF Hospital Indemnity Program (Code 334). Employees must have PEF dues (Code 233) to participate in this insurance program.

The original deduction transactions will be submitted directly to the Office of the State Comptroller by PEF. The payroll agency is responsible for initiating this deduction only for the following conditions:

1. Transfer from one agency to another.
2. Reinstatement from a leave of absence without pay.
3. Upon restoral to the payroll after any other type of removal.

If deduction code 334 must be submitted on an AC-1040, enter the appropriate code in a "CODE" Block and the amount to be deducted in the corresponding "AMOUNT" Block.

Agencies entering transactions through the On-Line Deduction Processing System would enter this new insurance code on Screen Selection 5.

Employees may cancel this deduction by submitting a letter to PEF or to the Office of the State Comptroller requesting the cancellation. The letter to OSC should be sent to:

Office of the State Comptroller
Deduction Section-8th Floor
A.E. Smith State Office Building
Albany, New York 12236

Completed deduction authorization cards should be retained by the agency.

The deduction codes will appear on the check stub and also on the Salary Register in the miscellaneous column.

Employees who have questions on this insurance program should contact PEF Membership Benefits at (518) 785-1900.

Payroll deductions for code 334 may begin in Institution Payroll Period 25L, checks dated March 31, 1994 and Administration Payroll Period 26L, checks dated April 6, 1994.