

HAWAII ADMINISTRATIVE RULES

TITLE 6

DEPARTMENT OF BUDGET AND FINANCE

EMPLOYEES' RETIREMENT SYSTEM

CHAPTER 29

MISCELLANEOUS ADMINISTRATIVE PROVISIONS

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- §6-29-2 Mailing and distribution of semi-monthly pension checks
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§6-29-1 Change of address. A member or retirant desiring to change the member's or retirant's mailing address in the records of the system may request the change by telephone, in writing or by appearing in person at the office of the system.

A retirant desiring a change in the distribution of their pension check, must request the change in writing or by appearing in person at the office of the system. No change in the distribution of their pension check shall be made when requested by telephone. [Eff 2/9/89; am 1/29/90] (Auth: HRS §88-28) (Imp: HRS §88-28)

§6-29-2 Mailing and distribution of semi-monthly pension checks. All semi-monthly pension checks which are to be distributed by mail, including direct deposits to financial institutions, shall be sent on the last working day preceding the fifteenth day and the last day of the month.

All semi-monthly pension checks which are to be picked up in person shall be distributed on the fifteenth day or the last day of the month, except that if the fifteenth day or the last day of the month falls on:

§6-29-2

- (1) A Saturday or Sunday, distribution shall be on the working day immediately preceding the Saturday or Sunday;
- (2) A holiday other than the foregoing days of the week, distribution shall be made on the working day immediately preceding the holiday. [Eff 2/9/89; am 6/11/92] (Auth: HRS §88-28) (Imp: HRS §88-28)

§6-29-3 Computation of interest on contributions. Employee contributions shall be on deposit with the system for one full month before regular interest is credited thereon.

When an employee terminates employment and withdraws the employee's contributions or when an employee retires, interest shall be credited up to the last full calendar month before the date of withdrawal of contributions or the date of retirement. [Eff 2/9/89] (Auth: HRS §88-28) (Imp: HRS §88-28)

§6-29-4 Service while engaged in professional improvement leave with or without pay. (a) For the purpose of section 88-51(6), HRS, leaves of absence for professional improvement shall include leaves of absence for educational and sabbatical purposes; provided that a leave of absence shall not exceed two years and is authorized as an educational or sabbatical leave.

(b) Any change of a leave of absence to any of the foregoing types of leave shall be recognized as purchasable service only if approved by the head of the department from which the leave of absence was taken. [Eff 2/9/89] (Auth: HRS §§88-28, 88-51, 88-59) (Imp: HRS §§88-51, 88-59)

§6-29-5 Employee contributions; workers' compensation benefits. For the purpose of sections 88-45 and 88-46, Hawaii Revised Statutes, during the period that a class A or class B member receives workers' compensation benefits, the member's normal contribution to the annuity savings fund shall be the percentage specified in section 88-45, Hawaii Revised Statutes, of the member's regular wage, salary, or compensation. [Eff 2/9/89; am 1/29/90] (Auth: HRS §88-28) (Imp: HRS §§88-45, 88-46)