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Ohio Department of Administrative Services  
Bob Taft, *Governor*  
Scott Johnson, *Director*

Human Resources Division  
28<sup>th</sup> Floor  
30 East Broad Street  
Columbus, Ohio 43215

614.466.6915 voice  
614.466.5127 fax



December 25, 2001

Payroll Letter 813

To: Payroll Officers, Personnel Officers, Labor Relations Officers and Fiscal Officers of All Departments, Institutions, Boards and Commissions

From: Robert L. Cruse, State Payroll Administrator

Subject: Group Life Insurance Rate Holiday for Exempt Employees

The Department of Administrative Services is providing a rate holiday for the Life Insurance assessment to agencies for their eligible exempt employees (object 035-07) for the remainder of this fiscal year. The rate holiday was made possible as a result a refund that was received earlier this fiscal year from the life insurance vendor. The rate holiday will be made starting on the following payroll periods, based on the type of payroll processed:

<u>Payroll Type</u>	<u>Pay Period Ending Date</u>
Biweekly Delayed Payrolls	12-01-2001
Biweekly Current Payrolls	12-01-2001
Monthly Advanced Payrolls	12-31-2001
Monthly Current Payrolls	11-30-2001

Any questions regarding the charge may be directed to Jerry Miller at 614-644-9151.

RLC/jam