



MICHIGAN OFFICE OF RETIREMENT SERVICES

P.O. Box 30171 · Lansing, MI 48909-7671

Michigan.gov/ORS

Toll Free: 800-381-5111

Fax: 517-284-4416

Retiree Certification for Public Act 351 of 2016

For Department of Natural Resources (DNR)

Complete this form if you employ or terminate a retiree from the state of Michigan, receiving a pension, and subsequently rehired to suppress active wildfires under the provisions of 2016 PA 351. For more information, go to www.michigan.gov/orshr, find the *Rehiring State Retirees* under the *State Employees HR* section.

Section 1: Employment Information

RETIREE NAME (LAST, FIRST, M.I.)	SSN/EMPLOYEE ID	DAYTIME TELEPHONE
STREET ADDRESS	CITY, STATE, ZIP CODE	

Section 2: Hire and Termination Information

HIRE Only complete when retiree is hired.

POSITION	TITLE
HOURLY PAY RATE	START DATE (MM/DD/YYYY)

TERMINATION Only complete when retiree is terminated.

TERMINATION DATE (MM/DD/YYYY)	HOURS WORKED THIS FISCAL YEAR
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Section 3: Certification

<ul style="list-style-type: none"> The retiree is hired by the DNR for active wildland fire suppression. The retiree will work no more than 600 hours in a fiscal year. The retiree's wage is not more than 70% of the maximum hourly wage granted to classified civil service employees employed by DNR to perform the same duties as the retiree for the fiscal year which the retiree is employed. The retiree will be hired in a position that is limited term and will not receive benefits. There is an immediate continual need for prequalified, skilled and trained personnel to address wildfire suppression.
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By signing below, I understand this retiree must meet the above requirements to continue receipt of their state of Michigan retirement pension. DNR will provide a report to the Office of Retirement Services (ORS) that is required by PA 351. If anything changes in this employee's employment status, I will notify ORS promptly.

SOM DEPARTMENT NAME	SOM DEPARTMENT CONTACT NAME	TELEPHONE NUMBER
SOM CONTACT SIGNATURE		DATE

Fax your completed form and any attachments to:

517-284-4416



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Instructions

Use this form to:

- Notify ORS of a retiree being hired by DNR
- Notify ORS of a retiree terminating from DNR

Section 1: Employment Information.

The HR completes this section by entering all the retiree's information.

Section 2: Hire and Termination Information.

The HR completes either the hire or termination section.

Section 3: Certification.

The HR completes and signs this section, certifying the employee meets the certification.

Reporting the retiree in HRMN.

Report the rehired retiree using the 05 retirement code.

Reporting retiree wages to ORS.

Report employment of the retiree within 30 days after employment and within 30 days after termination or within 30 days after the end of each fiscal year, whichever comes first. You can submit this electronically. Include the following in the report:

- Name
- Employee ID Number
- Date of Hire
- Termination Date (if applicable)
- Process Level
- Employment Status Code
- Capacity in which the retiree is employed
- The equivalent civil service position
- The hourly wage paid
- Total hours of service for the fiscal year

Send your electronic report to:

ORS_State_HR@michigan.gov

