



EMPLOYER BULLETIN

Fall 2012

2013 Contribution Rate Increases

Effective January 1, 2013, contribution rates will be going up. Rates for General Members will be 8.15% and 11.35% for Designated Members. Contribution rates are posted on the MEPP website. We let members know about this rate increase in the spring 2012 *MEPP Matters* newsletter.

Does Accurate and Timely Remittance of Contributions Matter?

You bet it does! Contributions must be received by MEPP within 15 days from the end of the month. Interest is charged on late remittances.

Section 7 of the *MEPP Employer Administration Guide* provides information on contribution remittance requirements.

Are You Up-to-Date?

Occasionally we update our forms to make them easier to understand and use. The MEPP website is an excellent source for the most up-to-date information. The most recent versions of our forms are always available under the *MEPP Employer Information* link.

Please check the website to ensure you use the most recent version of the forms.

Potential Hours

Please reference this table for reporting potential hours worked for salaried 12-month employees.

For example, Joe and Susan are both salaried 12-month employees.

Joe works 8 hours per day and is monthly paid. His potential hours should be recorded at 173.33 hours.

Susan works 6.5 hours per day and is bi-weekly paid (26 pay periods). Her potential hours should be recorded at 65.00 hours.

Potential hours for 12-month, hourly-paid employees is available on the MEPP website.

	Salaried 12-Month Employees Potential Hours				
	Regular Hours of Work Per Day				
	8.00	7.50	7.00	6.50	6.00
Monthly paid	173.33	162.50	151.67	140.83	130.00
Semi-monthly Paid	86.67	81.25	75.83	70.42	65.00
Bi-weekly Paid (26 Pays)	80.00	75.00	70.00	65.00	60.00
Bi-weekly Paid (27 Pays)	77.04	72.22	67.41	62.59	57.78