

Highlights of Employee Benefits

Retirement
Medical
Leaves
Holidays
Other Benefits

University of Hawai'i

- Founded in 1907
- College of Hawai'i in 1911
- Established as the University of Hawai'i on July 1, 1920

UH Organization

- One system
 - System level offices
 - 10 campuses
- Governed by Board of Regents (15)
 - President
 - Vice President
 - Executives

Work Hours

- 7:45 a.m. to 4:30 p.m.
- 40-Hour Work Week
- Faculty
 - academic activities – instruction, research, public service, maintain office hours, counseling, etc.

Training Opportunities

- Seminars/Conferences
- Informational Sessions
- Staff Development/Training

Vacation Leave

- Earn 21 days per year
- After the first 42 days
 - Use 6 days per year
- May accumulate up to 720 hours
(90 Days)
- 9-month employees do not earn vacation
- 11-month instructional faculty at 4 yr campuses do not earn vacation

Sick Leave

- Earn 21 days per year
- 9-month faculty
 - UH Mānoa, UH Hilo & UH West O‘ahu faculty earn 15.75 days (126 hours) of sick leave per year
 - Community College faculty earn 18 days of sick leave per year
- No limit
- Unused sick leave hours
 - Enhance retirement benefits

Family Leave

■ Federal: Family and Medical Leave Act (FMLA)

- Up to 12 weeks of unpaid leave
 - Birth of a child
 - Adoption or foster care
 - To care for a family member
 - Own serious health condition
 - Qualifying exigency in the Armed Forces
- May substitute vacation leave for unpaid leave
- May substitute sick or vacation leave for an employee's own illness
- Up to 26 weeks of unpaid leave to care for a covered servicemember

Family Leave (Cont.)

- **State: Hawai'i Medical Leave Law (HMLL)**
 - Up to 4 weeks of unpaid leave
 - Birth of a child
 - Adoption
 - To care for a family member
 - May substitute paid leave (sick or vacation) for unpaid leave
- **No Stacking**
- **Faculty members – up to 4 months of unpaid leave**
 - May substitute sick and vacation leave

Leave Share

- Help ease the financial burden of fellow employees to recover from a serious personal illness or injury or to care for a family member who is incapable of self care due to a serious personal illness or injury
- Allows employees to donate/receive shared leave
 - May donate vacation leave only
 - Faculty earning only sick leave may donate sick leave
- Lifetime Maximum:
 - 12- Month employee 240 days / 120 days
 - 9-Month employee 180 days / 90 days

Other Leaves

- Bereavement - death of an immediate family member
- Jury - summoned by the courts to serve
- Military – active military duty with orders (USERRA) Serviceman's Act
- Sabbatical / Professional Improvement Leave
- Leave w/out Pay
- Victims Leave - Up to 30 calendar days of unpaid leave

Other Leaves

- Administrative leave with pay:
 - Parent Teacher Conference
 - Foster Parent Leave
 - Bone Marrow Testing
 - Organ Donation Testing
 - Blood Donation
 - Bone Marrow Donor Leave
 - Organ Donor Leave
 - Disaster Relief Volunteer

On-line Leave System

www.hawaii.edu/ohr/leave

The screenshot shows a web browser window titled "University of Hawaii :: Leave System - Windows Internet Explorer". The address bar shows the URL "http://www.hawaii.edu/ohr/leave/". The page content includes a header with the University of Hawaii logo and "LEAVE SYSTEM" text. Below the header, there are two main sections: "For Starters..." and "Latest News & Announcements". The "For Starters..." section contains two steps: "Step 1: Leave uses information from Profiler. Go to [Profiler](#) and verify that your profile & contact information is current." and "Step 2: Go to the Leave application...". A prominent "LOGIN HERE" button is located below these steps. The "Latest News & Announcements" section is currently empty. At the bottom of the page, there are three columns of links: "NEED HELP?" with links for Overview, Frequently Asked Questions, APM (PDF), Contact Info, and About Leave; "USER GUIDES" with a note about multiple roles and links for Employee & Preparer, Supervisor / Approver, Personnel Officer, and Profiler Cheat Sheet for Leave Users; and "TECHNICAL INFORMATION" with links for ITS Current Status & Alerts and Scheduled Downtimes (login unavailable) from 2:00 - 6:00 am daily for backups and accrual processing. The Windows taskbar at the bottom shows the Start button, several icons, and open applications including "New Employee / Bene...", "2 Internet Explorer", and "Summary of Benefits ...". The system clock shows "10:04 AM".

University of Hawaii :: Leave System - Windows Internet Explorer

http://www.hawaii.edu/ohr/leave/

University of Hawaii :: Leave System

For Starters...

Step 1: Leave uses information from Profiler. Go to [Profiler](#) and verify that your profile & contact information is current.

Step 2: Go to the Leave application...

LOGIN HERE

Latest News & Announcements

NEED HELP?

- [Overview](#)
- [Frequently Asked Questions](#)
- [APM \(PDF\)](#)
- [Contact Info](#)
- [About Leave](#)

USER GUIDES

Note: Many users serve multiple roles. Information is separated by role to minimize duplication across documents.

- [Employee & Preparer](#)
- [Supervisor / Approver](#)
- [Personnel Officer](#)
- [Profiler Cheat Sheet for Leave Users](#)

TECHNICAL INFORMATION

- [ITS Current Status & Alerts](#)
- Scheduled Downtimes (login unavailable)
 - 2:00 - 6:00 am daily for backups and accrual processing

Hawai'i State Holidays

- New Year's
- Dr. Martin Luther King
- President's Day
- Prince Jonah Kuhio
- Good Friday
- Memorial Day
- King Kamehameha Day
- Independence Day
- Statehood Day
- Labor Day
- Election (during an election year)
- Veteran's Day
- Thanksgiving
- Christmas

Employees' Retirement System (ERS)

Retirement Benefits

- Employee's Retirement System (ERS) is a State agency
- The ERS is the official record keeper
- Governed by a Board of Trustees

Retirement Benefits

- Full-time or part-time (50% FTE or more) and more than 3 months duration
- Mandatory pre-tax contribution
- Pension – lifetime retirement benefit
- Post retirement increases

Employees' Retirement System

ERS is a “Defined Benefit Plan”

- Benefit is based on your salary & years of service
- Guaranteed retirement income
- No investment risk to participants
- Post retirement increases
- Not dependant on the participant's ability to save
(mandatory contribution rate of 8% for hybrid plan members – membership date after 6/30/12)
- Tax deferred retirement savings

V.S. “Defined Contribution Plan”

- Benefit is based on the amount contributed (+/-)
(Affected by how investments perform [gains/losses])
- Participants bear investment risk
- Often have choice of different types of investments
- Participants can choose how much they want to contribute
- Tax deferred retirement savings

Hybrid Plan – 2 Benefit Structures

- New hires AFTER June 30, 2012
 - Act 163 created a new benefit structure for all new hires and non-vested members.
 - ERS to determine new membership date.
- Returning members PRIOR July 1, 2012
 - Returning vested members or members returning within 4 calendar years after the year you left service.

Important Terms

- **Full-Time Equivalent (FTE) Service:** Used in benefit formula (part-time service is converted into full-time equivalent service).
- **Credited (membership) service:** Used to determine retirement or benefit eligibility; 1 month of credited service for each month you are in-service for 15 calendar days
- **Average Final Compensation (AFC):** Average of 5 highest years of base pay earnings (membership date after 6/30/12)

Credited (Membership) Service

- Earned Membership Service

- All service from current membership date to present

- Industrial Injury Leaves

- Professional Improvement /Educational Leave

- Acquired Service

- Previous membership service
 - Military Service

Overview

Provisions	New Hires	Returning Members
Mandatory retirement deductions	8%	6%
Benefit Formula	1.75%	2%
Vesting	10 years	5 years

Overview

Provisions	New Hires	Returning Members
Retirement Age	65	62
Minimum Years of Service (YOS)	10	5
Retirement	Age 60 with 30 YOS	Age 55 with 30 YOS

Overview

Provisions	New Hires	Returning Members
Early Retirement Age	55	55
Minimum YOS	20	20
Age Reduction Penalty	5% per yr under age 65	5% per yr under age 62

Average Final Compensation (AFC)

New Hires	Returning Members (after Jan 1, 1971)
Average salary earned during your 5 highest paid years, excluding overtime and differential pay.	Average salary earned during your 3 highest paid years, including overtime and differential pay.

Unused Sick Leave Credit

- You may be entitled to additional retirement service credits for unused sick leave if:
 - You retire or leave government service in good standing and have a minimum 60 days of unused sick leave credit.
- Calculation
 - $\text{Unused sick leave hours} / 8 \text{ hours} = \text{Number of days} / 20 \text{ days per month} = \text{Number of months of additional service credit.}$

Hybrid Service Retirement Example

Multiplier x Years of Service x AFC
Age 60 with 30 years of Service

New Hires	$1.75\% \times 30 \times \\$4,000 = \\$2100$
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Hybrid

Beneficiary Designation

- Important that beneficiary designation on ERS Form 1A (Designation of Beneficiary) be in order.
- By law, the designation becomes null and void if:
 - member's marital status changes
 - OR the designated beneficiary dies
- If either event occurs and beneficiary information is not updated, law now enables the following to receive pension:
 - surviving spouse
 - reciprocal beneficiary
- If there is no surviving spouse or reciprocal beneficiary
 - dependent children under age 18 can receive the lump sum ordinary death pension without going through probate.

Contacting the ERS

HOURS 7:45 a.m.- 4:30 p.m. (Except Holidays)

Oahu: City Financial Tower

201 Merchant Street , Ste. 1400

Validated Parking in the building

Ph. (808) 586-1735

Hawai'i Employer-Union
Health Benefits Trust Fund
(EUTF)

Health Benefits

- Medical
- Prescription Drug
- Dental
- Vision
- Chiropractic
- Life Insurance

Health Benefits

- Hawai'i Employer-Union Health Benefits Trust Fund (EUTF) administers the health benefits
- The EUTF is a state agency
- Governed by a Board of Trustees

Health Benefits

- Full-time or part-time (50% FTE or more) and at least 3 months
- Must enroll within 30 days of hire
- Health insurance benefits after retirement

Eligibility

■ Employees and their:

- Spouse
- Dependent Children
 - Full-time student at an accredited college/university, age 19 but under 24, unmarried
 - Enrolled in Medical, Drug, Dental & Vision
 - Adult dependent children, age 19 but under 26
 - Enrolled in Medical & Drug plans only
- Civil Union Partner and children
- Domestic Partner and children
- Disabled Children (if disabled prior to age 19).

To Enroll

- Complete an EC-1 Form “Revised April 2013” and submit to your human resources representative
- Check EUTF website for most updated revised version.
 - <http://eutf.hawaii.gov>

Effective Date of Coverage

- You have a choice of effective date:
 - Your date of hire.
 - 1st day of the 1st pay period following your event.
 - 1st day of the 2nd pay period following your event.
 - This rule also applies to mid-year qualifying changes, including Reinstatement of Employment, Return from Leave of Absence (if not currently enrolled).

- As a new hire, you are covered from the date you choose your plans to be effective.

Confirmation Notice

- Once EUTF processes your enrollment or change, you will be mailed a confirmation notice.
- If there are any data entry errors, complete page 2 of the confirmation notice and mail to EUTF within 10 calendar days.
- Selections cannot be changed unless there is an EUTF error.



**HAWAII EMPLOYER-UNION
HEALTH BENEFITS TRUST FUND**

P.O. Box 2121
Honolulu, HI 96805-2121
Oahu (808) 598-7390
Toll Free 1(800)295-0089
www.eutf.hawaii.gov

HB #: 0000000

Confirmation Notice

Date: August 12, 2011

JANE DOE
201 MERCHANT ST
HONOLULU, HI 96813

HB #: 0000000
Agency/Department: Budget & Finance
Bargaining Unit: 03
Distribution Code: EUTF

This Confirmation Notice details the enrollment activity you requested. Please carefully review its contents to make sure it does not contain any EUTF data entry errors. This Confirmation Notice may not be used to correct errors that you made on your enrollment form – only errors EUTF made inputting the data you entered on your enrollment form. If you believe changes were made by EUTF in error, you must notify EUTF within the next 10 calendar days of the date of this notice by returning this notice. Keep a copy for your records. If EUTF does not hear from you in writing within 10 calendar days of the date of this notice, the transaction requested will remain in effect as authorized and cannot be changed until the next Open Enrollment period unless the change would be permitted as a qualifying life event under EUTF plan rules. Changes to your original selections are not permitted.

The EUTF received or processed this New Hire event on 09/01/2011.

YOUR BENEFIT PLAN ENROLLMENTS
As of 09/01/2011

Plan Type	Benefit Plan	Coverage Type	Effective Date	Pay Period Deduction
FCP	Enroll	N/A	09/01/2011	\$.00
Medical	PPO HMSA, RSN Chiro	Self	09/01/2011	\$75.98
Drug	informedRx	Self	09/01/2011	\$17.70
Dental	HDS	Self	09/01/2011	\$8.08
Vision	VSP	Self	09/01/2011	\$1.51
Life	Standard	Self	09/01/2011	\$.00

Your Plan Total Pay Period Deduction: \$103.27

NOTE: The Pay Period Deduction amount listed above does not reflect changes that may be made after July 1, 2011 as a result of collective bargaining.

Please complete the information below by the deadline specified if applicable.
Mail this Confirmation Notice directly to EUTF at P.O. Box 2121, Honolulu HI 96805-2121.

EUTF data entry error:

Corrective Action Requested:

Date: _____ Signature: _____

Please do not mail this Confirmation Notice to EUTF if your benefit plan enrollments accurately reflect the changes you requested.

Changes

- Changes can be made when there is a Qualifying Event:
 - Marriage, Divorce or Legal Separation
 - Entry into a Domestic Partnership
 - Loss of Coverage by Spouse/Domestic Partner
 - Birth, Adoption or Placement of Adoption
 - Death of Dependent
 - Dependent Ineligible due to age
 - Issuance of a Qualified Medical Support Order

- Changes must be submitted within 30 days of event

- Open Enrollment

Premiums and Employer Contributions

- Premium rates are set annually by the EUTF and the insurance carriers
- Plans are single, 2-party or family
- Office of Collective Bargaining and Employee Organizations (Unions) negotiate the contributions that the employer (State or County) will pay.

EUTF Open Enrollment

- Annual Open Enrollment
- April 7, 2014 – May 2, 2014
- Period to enroll and make changes
- Reference guide available online

Health Benefits Info Sessions

Schedule of Open Enrollment Informational Sessions for Active Employees

Date	Location	Room	Time
Apr 7	Windward	Windward Community College - Hale Akoakoa Room 103 & 105	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 8	Maui	Maui War Memorial Gymnasium	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 9	Honolulu	Hawaii State Capitol - Auditorium	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 10	Honolulu	Aloha Stadium - Hospitality Room	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 11	Hilo	Aunty Sally Kaleohano's Lu'au Hale	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 14	Kapolei	UH West O'ahu - Multi Purpose Room C208	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 15	Honolulu	Hawaii State Capitol - Auditorium	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 16	Kona	***West Hawai'i Civic Center - Community Meeting Hale, Bldg G	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 17	Kauai	Kauai War Memorial Convention Hall	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 21	Honolulu	Hawaii State Capitol - Auditorium	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 22	Honolulu	Aloha Stadium - Hospitality Room	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 23	Molokai	Maunaloa Elementary School - Cafeteria	1p-2:30p, 3p-4:30p
Apr 24	Honolulu	Mission Memorial - Auditorium	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 25	Kapolei	***UH West O'ahu - Room C225	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 28	Hilo	Aunty Sally Kaleohano's Lu'au Hale	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 29	Maui	Maui War Memorial Gymnasium	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
Apr 30	Honolulu	UH Manoa- Kuykendall Auditorium	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
May 1	Kauai	Kauai War Memorial Convention Hall	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p
May 2	Pearl City	***Leeward Community College - Room GT105	8:30a-10a, 10:30a-12p, 1p-2:30p, 3p-4:30p

*** Seating is limited and available on a first-come basis.
 Informational Session presentation to start promptly at the designated start time.

Contacting EUTF

Local telephone number: 808-586-7390 (Oahu)

Toll-Free: 1-800-295-0089

Email: eutf@hawaii.gov

Website: <http://eutf.hawaii.gov>

Location: 201 Merchant Street, Suite 1520
City Financial Tower Building

Mailing Address: P.O. Box 2121
Honolulu, HI 96805-2121

The State of Hawai'i Workers' Compensation law

- Work related injury or illness
- Medical treatment
- Wage loss benefits
- Permanent disability benefits
- Disfigurement
- Death benefits

Workers' Compensation (Cont.)

- An informational leaflet is included with your handouts that provides an overview of:
 - what you need to do
 - who you need to inform
 - how to file a claim
 - what you need to tell your medical provider when receiving treatment
 - who you can obtain medical treatment from
 - and the medical benefits that WC covers.

Temporary Disability Benefits

- Non-work related injury or illness
- Partial wage replacement program
- Mandatory 7-day waiting period before benefits begin
- May not be eligible if you have a balance of or have used 3 weeks of sick leave

Temporary Disability Benefits cont.

■ Eligibility criteria:

- The illness or injury is NOT work related
- Worked for at least 14 calendar weeks
- Remuneration for 20 or more hours in each of the 14 weeks
- Earned at least \$400
- Totally disabled
- Leave without pay status

Pre-Tax Programs

- Premium Conversion Plan – pay for health plan premiums on a pre-tax basis
- Transportation Benefits Program
- IRC 125 – Flexible Spending Account, “Island Flex”: Comprehensive Financial Planning
- IRC 457 – Deferred Compensation Plan: Island Savings Plan
- IRC 403(b)[b)(7)] – Tax Deferred Annuity: National Benefits Services

Premium Conversion Plan (PCP)

- A voluntary benefit plan
- Pre-taxed Insurance premiums
- Income taxes are calculated after health care contributions are deducted
- Within 90 days of hire to enroll

PCP Open Enrollment

- Annual Open Enrollment
- April 7, 2014 – May 2, 2014
- Period to enroll and make changes
- Flyer and poster available on OHR homepage

Transportation Benefits Program

Employees pay for transportation benefits on a pre-tax basis through payroll deduction – applicable to O‘ahu employees only

- Qualified Parking – campus parking permit
- Bus Pass – monthly bus pass
 - 60 days from date of hire to enroll
- Handi-Van – paratransit service
- vRide – ride share program

Bus Pass Open Enrollment

- May - June
- May cancel bus pass for summer
- Re-enroll for Fall Semester (e.g., August)

“Island Flex” – Flexible Spending Account

- Eligible medical and dependent care expenses with tax free money
- Set aside before tax dollars on a reimbursement basis
- Administered by Comprehensive Financial Planning, INC (CFP)
- Automatic payroll deduction

“Island Flex” – Flexible Spending Account

- Medical expenses – up to \$2,400/plan year
 - \$4,800 if both spouses work for the State
- Dependent care expenses – up to \$5,000/plan year
 - Child under age 13
 - Can’t care for self
 - Listed on tax return
- Plan year July 1 – June 30
- Within 90 days of hire to enroll

Island Flex Open Enrollment

- Annual Open Enrollment
- March 10, 2014 – April 30, 2014
- Effective July 1, 2014 – June 30, 2015
- New - Carry-over \$500
– Medical Account Only

Island Flex Plan Contact Info

- Comprehensive Financial Planning, Inc.
 - O'ahu: 596-7006
 - Neighbor Islands: 1-877-550-5552 (toll free)
 - E-mail: cfpii001@hawaii.rr.com
 - Website: www.compfinplan.com

Supplemental Retirement Plans

- Island Savings (457) Deferred Compensation Plan
- UH 403(b) Tax Deferred Annuity
- Reduce current taxable income
- Automatic payroll deduction
 - Pre-tax dollars

Supplemental Retirement Plans

- Tax Deferred Growth
- Various distribution options
- Taxable upon distribution

457 - Deferred Compensation Plan and 403(b) - Tax Deferred Annuity

- Contribution limit is \$17,500 in 2014
- Age 50+ additional \$5,500 (\$23,000)
- May participate in both programs
 - Contribution limits are not coordinated

457 - Deferred Compensation Plan

- Known as the Island Savings Plan (ISP)
- Plan sponsored by the State of Hawai'i
- Administered by Prudential Retirement
- Board of Trustees oversee the ISP

457 - Deferred Compensation Plan – Enrollment

- Must be a member of the Employees Retirement System (ERS)
- Minimum deferral is \$10/pay check
- To enroll contact Island Savings Plan
- Enroll at anytime

457 Info Session

General Information Session

Date: Tuesday, April 22, 2014

Time: 10:00 am – 11:30 am

Location: Various Location via HITS

Deadline to register: April 16, 2014

457 Contact Information

Island Savings Plan

1100 Alakea Street – Suite 1550

Honolulu, HI 96813

Telephone: 1-888-712-5642 - press 2

Service Representatives

1-888-712-5642 - press 1

Website: www.prudential.com/islandsavings

403(b) - Tax Deferred Annuity

- Known as Tax Deferred Annuity (TDA) or Tax Sheltered Annuity (TSA) plan
- Third-party administrator is National Benefit Services, LLC
- Enroll at anytime

403(b) – TDA Plan Enrollment

- Open to all employees
- Select Service Provider (list available at [www.nbsbenefits.com/uh403\(b\)](http://www.nbsbenefits.com/uh403(b)))
- Contact a service provider or investment advisor to open an account

403(b) Info Session

General Information Session

Date: Tuesday, April 29, 2014

Time: 1:30 pm – 3:30 pm

Location: Various Location via HITS

Deadline to register: April 24, 2014

403(b) Contact Information

National Benefit Services, LLC
8523 South Redwood Road
West Jordan, UT 84088

Telephone: (800) 274-0503 ext. 240

Fax: (800) 597-8206

E-mail: uh403b@nbsbenefits.com

Website: www.nbsbenefits.com/uh403b

HI529 Hawai'i College Savings Program

- Administered by the State of Hawai'i Department of Budget and Finance
- Automatic payroll deduction
- After tax dollars
- Tax-deferred growth
- Qualified higher education expenses are both Hawai'i State and federal tax-free

Tuition Waiver

- Board of Regents employees and their spouses or domestic partners are eligible
- Civil Service employees are eligible
- 50% or more full time equivalent (FTE) and appointment exceed 3 months
- Up to 6 credits per semester
- Late registration

Tuition Waiver

- Taxability of tuition waivers
- Internal Revenue Code (IRC) Section 117
- OHR website
- Bursar's Office website
<http://www.fmo.hawaii.edu/bursar/stafftuitionwaiver.html>

Employee Assistance Program (EAP)

- Short-term professional counseling service
- Contract with WorkLife Hawaii
- Personal problems that affect job performance
- Self-referral or Supervisor referral

Employee Assistance Program (EAP)

- Confidential
- Up to 3 hours
- No cost
- Pay stub

Child Care Centers

■ Available at the following locations:

- Mānoa Campus
- Honolulu CC
- Leeward CC
- Kapiʻolani CC
- Kauaʻi CC
- Hawaiʻi CC

Cost: Dependent on family size and
income

UH Faculty/Staff ID

■ Benefits

- Discounted tickets offered at the various campus theaters
- Warrior football season tickets
- Library services
- Discounts available for selected specials throughout the year at the UH Bookstores
- Debit Card at UH dining services locations

UH Federal Credit Union

- O'ahu: 983-5500
- Neighbor Islands: toll-free at 1-800-927-3397
- www.uhfcu.com

OHR Website

www.hawaii.edu/ohr

Office of Human Resources
University of Hawai'i

2440 Campus Road • Honolulu, Hawai'i 96822
Phone: (808) 956-8988 • FAX: (808) 956-3952

Find Your UH Number
Employee EUTF Rept

Employment
Policies & Procedures
HR Documents
Workplace Non-Violence
Drug Free Workplace
UH Form 1 (Leave)
On-Line Leave
HRD-1 Form
APT Broadband Sys
Collective Bargaining
Employee Benefits
HR Forms
Salary Schedules

Training
TDA (403b)
TDA Summary
HR Info Systems
HR Campus/Dept Contact Info
OHR Contact Info
OHR Vision Statement
Search OHR

Latest Information from the Office of Human Resources

Links marked with this symbol require Adobe Acrobat Reader which can be downloaded for free by clicking on the "Get Acrobat Reader" button.

2013-17 BU 01 and 2013-2015 BU 02, 03 & 04 Collective Bargaining Documents (07/25/13)

The following are documents related to the recent settlement of the 2013-2017 BU 01 United Public Workers and the 2013-2015 Hawai'i Government Employees Association BU 02, 03 & 04 collective bargaining agreements. Links to the revised articles, interpretive guidance, Letter of Understanding and a Memoranda of Agreement are listed below. These documents may be used in concert with the 2007-2009 CBA as a reference for the 2013-2015 bargaining unit contract provisions.

- [Link to Documents](#)

Employees Retirement Service Holomua Newsletter (07/17/13)

- [For active members - April/May/June 2013](#)

EUTF Health Plans Open Enrollment Changes(06/27/13)

For employees that enrolled or made changes during the 2013 Hawai'i Employer-Union Health Benefits Trust Fund (EUTF) open enrollment period and have not received a confirmation notice in the mail, please view the EUTF memo for instruction.

- [EUTF Memo: 2013 Open Enrollment Changes](#)

New Third Party Administrator for 457 Deferred Compensation Plan (06/26/13)

Effective July 29, 2013, Prudential Retirement Insurance and Annuity Company (Prudential Retirement) will be replacing ING as the new third party administrator for the State of Hawai'i Deferred Compensation Plan (also known as Island Savings Plan or Plan). The Plan is a voluntary

Important Dates

- Island Flex Open Enrollment
 - March 10, 2014 – April 30, 2014
- EUTF Open Enrollment
 - April 7, 2014 – May 2, 2014
- Premium Conversion Plan (PCP) OE
 - April 7, 2014 – May 2, 2014
- Bus Pass Open Enrollment
 - May 2014 – June 2014

DISCLAIMER

This PowerPoint is not a legal document, binding agreement or contract. It does not supersede laws, rules, collective bargaining agreements, policies and procedures, or benefit plan documents pertaining to the various subject matters covered. Nothing in this presentation is intended to be a promise of employment or an unconditional right to receive all of the benefits described. Benefits vary by type of employment, appointment and collective bargaining agreement, and are subject to change.

Review the respective
Collective Bargaining
Agreement (CBA)

Primary contact is your
College/School/Department
Human Resources /
Personnel Representative

Mahalo