

**Union Proposal #14
Phased Retirement**

April 6, 2021

ARTICLE 16: VACANCIES, FILLING OF POSITIONS

SECTION 9: PHASED RETIREMENT

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- A. **Eligibility.** Full-time employees at participating Appointing Authorities who have reached age fifty-five (55) or more, have ten (10) or more years of continuous state service, and have given written notice of their retirement date to the Appointing Authority may be eligible to participate in the Phased Retirement. The eligible employee’s retirement date must occur in six (6) months or less from the date of the phased retirement request.
- B. **Implementation.** An employee requesting phased retirement shall submit the request in writing to the Appointing Authority. If the Appointing Authority approves the request, the length of the phased retirement period and the work schedule for the employee shall be mutually agreed upon by the employee and the Appointing Authority. However, the phased retirement period shall not exceed six (6) months. Additionally, the employee’s work schedule must be at least fifty percent (50%) time. At the end of the phased retirement period the employee must move to full retirement. Employees approved for phased retirement shall be entitled to all rights and benefits of full-time employees. If a request for phased retirement is denied, the Appointing Authority must provide the reason(s) for denial to the employee in writing within ten (10) days.
- C. **Benefits.** The Employer retirement contributions necessary to accrue allowable service credit in the retirement fund during the period of part-time employment shall be paid by the Employer at the same amounts as would have been paid had the employee been employed full-time. Employees approved for phased retirement shall be eligible for Employer-paid insurance benefits as if the employee were employed full-time. Employee contributions necessary to maintain all benefits as if the employee were employed full-time shall be the responsibility of the employee.
- D. **Expectations.** Employees approved for phased retirement are expected to carry out the agreed upon job duties and expectations as outlined in the Phased Retirement agreement form.