



Information Announcement

2017 Productivity Enhancement Program (PEP)

October 27, 2016

The New York State Department of Civil Service has announced the implementation of the Productivity Enhancement Program (PEP) for 2017. PEP allows eligible CSEA, DC-37, PEF, and Management Confidential (M/C) employees in the Executive branch to exchange previously accrued annual leave (vacation) and/or personal leave for a credit to be applied toward their employee share of NYSHIP premiums on a biweekly basis during the program year January 1, 2017 – December 31, 2017.

The enrollment period for 2017 will be **Tuesday November 1, 2016 through Friday, December 2, 2016**. In order to enroll in the 2017 program year, employees of agencies who are HR customers of the BSC must submit a 2017 PEP Enrollment Form to the BSC Benefits Unit by **December 2, 2016**. Completed forms may be sent by: fax to (518) 457-1879, or e-mail BSCBenefitsAdmin@ogs.ny.gov, or by mail to BSC Benefits Administration Unit, 1220 Washington Avenue, Building 5, Floor 4, Harriman State Campus, Albany NY 12226-1900.

An overview of the program, eligibility requirements, as well as the 2017 PEP Enrollment Form can be found on the BSC Website at <https://bsc.ogs.ny.gov/> under Benefits Forms & Publications, Health Insurance.

Employees from agencies that are HR customers of the BSC should contact the BSC Benefits Unit at (518) 457-4272 or BSCBenefitsAdmin@ogs.ny.gov with any questions regarding the PEP program. Employees from agencies that are not HR customers of the BSC should contact their agency HR Office. For a list agencies receiving HR services, please visit the BSC Website at: https://bsc.ogs.ny.gov/sites/default/files/BSC_Contact_AgencyList.pdf.