

Fiscal year 2024

Retirement benefits support for employers

PEBA is committed to providing you with the information you need to administer your employees' retirement benefits. Here's a quick look at the available resources.

01

Electronic Employer Services [EES](#) is a secure website that provides authorized users with access to their employees' member account information. Users can also initiate enrollments, submit retiree return-to-work information, submit employer payroll data, and prepare monthly and quarterly contribution reports.¹ Users can also upload and receive certain documents. For assistance with EES access, email [EES support](#).
¹Not applicable to employers on the Comptroller General's payroll.

02

Covered Employer Procedures Manual PEBA publishes the [Covered Employer Procedures Manual](#) every fiscal year to provide updated information about administering PEBA's retirement plans.

03

Publications Retirement plan member handbooks and other publications are available at peba.sc.gov/publications.

04

Training and resources We encourage you to review the employer training courses that are available at peba.sc.gov/retirement-training. We announce online sessions in *PEBA Update* and registration is not required.

05

Employer Advisory Group Learn about recent employer updates, receive answers to questions and provide feedback. We announce online sessions in *PEBA Update* and registration is not required.

06

YouTube channel [PEBA TV](#) features a variety of videos about PEBA-administered benefits, including our *Be Aware and Prepare* videos. View other *Be Aware and Prepare* resources at peba.sc.gov/bap.

07

PEBA Update PEBA uses the employer contact information in [EES](#) to distribute *PEBA Update*, a weekly employer e-newsletter, and time-sensitive emails, so please periodically review and update your employer contacts. Previous editions of *PEBA Update* are [archived online](#).

08

Stay connected Stay up-to-date with the latest from PEBA. Visit our [Latest news webpage](#) and follow us on social media.

Resources for your employees

Orientation and education

PEBA offers *Retirement Orientation and Education* for new hires. This presentation provides an overview of retirement benefits and is available at peba.sc.gov/publications. Other resources for new hires are available at peba.sc.gov/new-employees.

Retirement awareness series

PEBA's *Be Aware and Prepare* series provides information to help employees make informed decisions about their financial future.

Mid-career employees

PEBA provides *Retirement Starts Now* for employees who are midway through their careers and are not eligible to retire. This presentation is available at peba.sc.gov/bap.

Retirement planning

Encourage your employees who are within a few years of retirement eligibility to check out *Get Set for Retirement*. These presentations include retirement and insurance benefits information and is available at peba.sc.gov/bap.

Online account access

[Member Access](#) is the secure website through which members of a PEBA-administered retirement plan may review their account information, create benefit estimates, update beneficiaries and contact information, apply for service retirement and more.

Guides and flyers

Several publications found on PEBA's website can help employees understand their PEBA-administered retirement benefits. The *Navigating Your Benefits* series provides simple explanations on benefits concepts. The *Select Your Retirement Plan* guide and [member handbooks](#) offer a more in-depth look.

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