

Your retirement coordinator can provide you with the necessary forms to file for a disability retirement benefit. These forms are also available on our website.

## Service Retirement

There are two types of service retirement: early and normal. Normal service retirement provides full benefits, while early service retirement provides a reduced benefit. Your eligibility for either type of service retirement depends on two factors: your service credit and age.

**Early Service Retirement:** Age 60 with at least 15 years of eligibility service.

**Normal Service Retirement:** At least 90 years of combined age and years of eligibility service. For example:

- Age 57 with 33 years of service,
- Age 60 with 30 years of service, or
- Age 63 with 27 years of service.

Members with at least 10 years of eligibility service become eligible for normal service retirement at age 65.

When you retire, you will be able to choose from a number of payment options. These options range from the Basic Allowance, which provides the highest monthly allowance for you alone, to options that reduce your monthly payment but provide varying degrees of protection to your beneficiaries upon your death.

**Vested Retirement:** If you leave employment after you have earned at least 10 years of eligibility service, but before you are 65 years old, you are eligible to receive a future benefit based on your service at your termination.

If you are not vested when you leave employment and you don't anticipate returning to membership, you may contact the agency to receive a refund of your balance of accumulated contributions and interest.

[sra.maryland.gov](http://sra.maryland.gov)

If you withdraw your balance of accumulated contributions and interest, you will forfeit your right to a future benefit.

## During Retirement

As a retiree, once you have been retired one full year as of July 1, your retirement allowance may be adjusted each July to help your benefit payments keep pace with inflation.

## Resources

Register for the Retirement Agency's secure online participant portal, mySRPS, to view your account information, create estimates of your service retirement benefits, and communicate securely with the Retirement Agency. You may begin the registration process for mySRPS by visiting the Retirement Agency's website, [sra.maryland.gov](http://sra.maryland.gov), and clicking on the mySRPS Login button.

The Retirement Agency's website also has lots of additional information for you, including newsletters, member handbooks, printable forms, and updates on the system's financial performance.

To visit the office or write a letter:

State Retirement Agency  
120 East Baltimore Street  
Baltimore, MD 21202-6700

Email inquiries to [sra@sra.state.md.us](mailto:sra@sra.state.md.us)

To speak with a retirement benefits specialist:

410-625-5555 or 1-800-492-5909

Butterfly photo courtesy of Sue Muller  
Howard County Department of Recreation & Parks

[sra.maryland.gov](http://sra.maryland.gov)

# Welcome to the Employees' Pension System\*



Baltimore Checkerspot Butterfly  
Maryland State Insect

\* For members enrolled on or after July 1, 2011

Maryland State Retirement  
and Pension System  
120 East Baltimore Street  
Baltimore, MD 21202-6700

410-625-5555  
1-800-492-5909

[sra.maryland.gov](http://sra.maryland.gov)

# Welcome!

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The Maryland State Retirement and Pension System has a long history of providing retirement benefits to employees and teachers of Maryland state and local employers.

This overview deals with the highlights of the Employees' Pension System ("EPS"). Please refer to your system handbook on our website at [sra.maryland.gov](http://sra.maryland.gov) for more details about any of these topics.

A retirement coordinator, usually someone in your human resources department, can help you file enrollment forms and answer basic questions about your benefits. The Maryland State Retirement Agency also maintains a staff of retirement benefits specialists to answer questions from members and retirees.

## Enrollment

Membership in the EPS is mandatory, with very limited exceptions. Please see the pension system handbook on our website for information about these exceptions.

Your employer will enroll you in the System. You will need to provide your employer with documentation of your date of birth, such as a valid driver's license, Maryland identification card, birth certificate or United States passport. You also are strongly encouraged at the time of your enrollment to submit a *Designation of Beneficiary* (Form 4). This form is available from your retirement coordinator or on our website.

If you have membership credit in another Maryland state or Maryland local retirement/pension system, you may be able to transfer that service credit to your new record in the EPS. To qualify for the transfer, your employment must be continuous and you almost always must apply to transfer your

service within one year of becoming a member of the EPS. Contact a retirement benefits specialist if this situation applies to you.

## Member Contributions

You contribute 7% of your annual compensation to the EPS.

## Service Credit

You earn service credit toward your retirement benefits each day you work and pay your required contribution. Your service credit and age determine when you are eligible for retirement and how much your retirement benefit will be.

Eligibility service is used to determine when you are eligible for a benefit. You earn one year of eligibility service during any fiscal year when you work a minimum of 500 regular hours, excluding overtime.

Creditable service is used to determine the amount of your retirement benefit. A full-time employee will earn one month of creditable service for each month of employment. Creditable service also can include purchased prior service, qualifying military service, and accrued sick leave that is unused as of your retirement date.

## Your Benefits

The EPS provides survivor, disability and service retirement benefits. Please see the EPS handbook on our website for more detailed information.

## Survivor Benefits

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If you die while in active membership and after you have earned at least one year of eligibility service, your beneficiaries are eligible to receive a one-time payment equal to your annual salary plus your balance of accumulated contributions and interest.

If, at the time of death, you were an active member, your spouse or your qualifying children may be eligible

to receive a monthly benefit in lieu of the one-time payment if: you were eligible to retire, or you had at least 25 years of eligibility service, or you were at least 60 years old and had at least 15 years of eligibility service.

In lieu of the survivor benefits mentioned here, you are eligible for a special death benefit if you are killed in the line of duty. That benefit is a monthly allowance of two-thirds of your average final compensation that will be paid to the first of the following who survives you: your spouse, your children who are under age 26 or disabled, or your dependent parents. Also, a return of your balance of accumulated contributions with interest will be paid to your designated beneficiaries.

## Disability Benefits

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If you are permanently and totally disabled from performing your job duties, as determined by the System's medical board and Board of Trustees, you may be eligible for a lifetime monthly disability retirement benefit.

### *Types of Disability Retirement*

There are two types of disability benefits:

*Ordinary:* For a physical or mental condition that permanently disables you from performing the duties of your job. To file for ordinary disability, you must have accrued five years of eligibility service.

*Accidental:* For a physical or mental condition that permanently disables you from performing the duties of your job, and which results from an on-duty accident without your willful negligence. As an active member, you are eligible to file for accidental disability from your first day on the job provided you file within five years after the date of the accident.