



# INFORMATION ANNOUNCEMENT

Andrew M. Cuomo  
Governor

RoAnn M. Destito  
Commissioner

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## Productivity Enhancement Program Enrollment Information

The New York State Department of Civil Service has announced the implementation of the Productivity Enhancement Program (PEP) for 2015. PEP allows eligible CSEA, PEF, and 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, 2015 – December 31, 2015.

The enrollment period for 2015 is **October 20, 2014 through November 28, 2014**. In order to enroll in the 2015 program year, employees of agencies who are HR customers of the BSC must submit a 2015 PEP Enrollment Form to the BSC Benefits Unit by **November 28, 2014**. Employees from agencies that are not HR customers of the BSC should contact their agency Human Resources Office for information regarding enrolling in PEP. To determine if your agency is a BSC HR customer agency please visit the BSC Website at <http://bsc.ogs.ny.gov/content/our-customers>. Agencies receiving BSC HR services will have “includes HR services” listed after the agency name.

An overview of the program, the eligibility requirements, as well as the 2015 PEP Enrollment Form can be found on the BSC Website at <http://bsc.ogs.ny.gov/content/benefits> under Benefits Forms & Publications, Health Insurance.

Employees from agencies that are HR customers of the BSC should contact the BSC Benefits Unit at [BSCBenefitsAdmin@ogs.ny.gov](mailto:BSCBenefitsAdmin@ogs.ny.gov), or (518) 457-4272, Option 2, Option 3 with questions regarding the PEP program. Employees from agencies that are not HR customers of the BSC should contact their agency HR Office.

*Release Date: October 30, 2014*

*For more information visit the BSC website or contact the BSC today!*

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Email: [bsc@ogs.ny.gov](mailto:bsc@ogs.ny.gov)

Tel: (518) 457-4272

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