

INSTRUCTIONS
ORP Annual Report Data for FY2022

3. ORP Election

This item requests the number of employees who became eligible to elect ORP **during the reporting period** broken out by the retirement program they selected (ORP or TRS).

	Number	Percentage
Number of employees who initially became eligible for ORP during FY2021 and elected to participate in ORP:	<input type="text" value="0"/>	
Number of employees who initially became eligible for ORP during FY2021 and elected to remain in TRS:	<input type="text" value="0"/>	
Total Number of Employees who initially became eligible for ORP during FY2021:		<input type="text" value="0"/>

Include both: (1) **new** employees, and (2) current employees who **transferred** to an ORP-eligible position during the reporting year.

The total and percentages will be calculated by the system.

REVIEW and ACCEPTANCE

Coordinating Board staff will review your report and documents upon submission.

- Staff may contact you by email or phone with questions concerning the data and/or attachments.
- **If there are any substantial issues, staff will set your report to “Returned” status.**
 - You will receive an automated email from the reporting system indicating the status change with a description of the problem(s) in the “Comments” section.
 - You may also receive a separate email from staff with additional information.
 - **Set your report status to “Pending” to make updates** to the data or to upload revised attachments.
 - **Once the problems have been resolved, please re-submit your report in the system ASAP.**
 - For purposes of automated Late Notices, the system treats reports that have been returned the same as those that have not been submitted yet. After the due date, Late Notices will be sent for returned reports until they have been re-submitted.

You can check the status of either Part A or Part B of your report by logging into the system.

- The system does not automatically send an acceptance email if just one part has been accepted.
- Once both Part A and Part B of your report have been accepted, you will receive a final automated email indicating acceptance of your report and that no further action is required.

QUESTIONS

- Preparing the report data: texorp@highered.texas.gov or (512) 217-9138
- Accessing or using the ORP Annual Report Online Reporting System: ORP@highered.texas.gov