

HUMAN RESOURCES ADMINISTRATIVE MANUAL  
EMPLOYEE BENEFITS & SERVICES: ANNUITY PROGRAMS



UNIVERSITY SYSTEM  
OF GEORGIA

# Annuity Programs

## CITATION REFERENCE

<b>OFFICIAL TITLE</b>	POLICY ON SUPPLEMENTAL RETIREMENT SAVINGS BENEFITS
<b>VOLUME</b>	HUMAN RESOURCES
<b>RESPONSIBLE OFFICE</b>	USG HUMAN RESOURCES OFFICE
<b>ORIGINALLY ISSUED</b>	JULY 1, 1983
<b>REVISED</b>	DECEMBER 2007

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## Policy Statement

Institutions of the University System are authorized to enter into supplemental retirement savings plans and are authorized to enter into deferred compensation plans.

This policy ensures establishes the authority under which institutions of the University System may offer supplemental retirement savings plans to their employees and have such contributions to such an investment vehicle handled on a pretax basis by payroll deduction while also affording the appropriate level of flexibility needed at the institutional level.

## Applicability

All units of the University System of Georgia are covered by this policy.

## Who Should Read This Policy

All Human Resources personnel within the University System of Georgia should be aware of this policy.

## Definitions

- None

## Process and Procedures

Institutions of the University System are authorized to enter into supplemental retirement savings plans and are authorized to enter into deferred compensation plans to make available for employees a non-forfeitable annuity contract /or a non-forfeitable deferred compensation

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contract under the provisions of Internal Revenue Code, Section 403(b), and Internal Revenue Code, Section 457(b), respectively.

Campuses are responsible for complying with IRS regulations.

### Responsible Parties and Contact Information

<b>Party</b>	<b>Responsibility</b>	<b>Phone/Email/URL</b>
<b>Associate Vice Chancellor for Total Rewards</b>	Ensure compliance with policy.	404-962-3235 <a href="mailto:usg-hr@usg.edu">usg-hr@usg.edu</a>
<b>Institution Chief Human Resources Officers</b>	Ensure compliance with policy.	See University System <a href="#">HR Officer Listing</a>

### Appendices (Internal Documents, Forms and Web Links)

- [Board of Regents Policy Manual](#)
- [IRS 403\(b\) Publication](#)
- [IRS 457\(b\) Publication](#)
- Contact your campus Human Resources Office

### Related Documents and Resources (External)

- None

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