{stdlongdate} Organization ID: {stdOrgCodeId}

{stdOCName}

{stdOrgName}

{stdOCAdrCorStreet1}

{x stdOCAdrCorStreet2}

{stdOCAdrCorCity} {stdOCAdrCorState} {stdOCAdrCorZip}

**RE: ACTIVE EMPLOYEES REPORT**

Dear {stdOCName}:

Enclosed is a report NDPERS has developed for employers who wish to know when their employees attain normal retirement age. This report consists of the names of active NDPERS participating employees of the {stdOrgName} who meet or exceed Normal Retirement (Rule of 85 or 65).

NDPERS is able to provide you with the enclosed report in accordance with the North Dakota Century Code §54-52-26. This section states, “All records relating to the retirement benefits of a member or a beneficiary under this chapter and chapter 54-52.2 are confidential and are not public records. This section does not prohibit any party from obtaining this information from other agencies or governmental sources. Information and records may be disclosed, under rules adopted by the board, only to… **4. A member's participating employer, limited to information concerning the member's years of service credit and years of age. Any information provided to the member's participating employer under this subsection must remain confidential.**”

**Therefore, the enclosed report is not for public record and must remain confidential.**

If you have any questions, please call NDPERS at {stdNDPERSPhoneNumber} or {stdNDPERSTollFreePhoneNumber}.

Sincerely,

NDPERS Benefits Division

Enclosure - Report of Active NDPERS Participating Employees for {stdOrgName}