



SECTION: Procedures - Administration

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TITLE: Applications Received Prior to
January 1, 1996 - Procedures for Resolution

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In the Winter-Spring 1996 issue of the *PCO Bulletin*, we published a procedure P500-001 (page 10) "Communications Between the PCO and Plan Administrators" which provided a new basis for staff's review of applications to the Commission or the Superintendent. That procedure was designed to improve both service and communications among the parties involved in the application.

The question has arisen as to how this procedure applies to applications filed prior to January 1, 1996 where correspondence between PCO staff and the parties has already occurred. Applicants also wish to know the priority given to applications filed prior to January 1, 1996.

For Applications to the Commission

PCO staff will prepare and submit a memorandum to the Commission. It will be based on all information on file including any prior requests made by PCO staff for additional information for which a response was provided or remains outstanding. Applicants will receive a copy of this memorandum and will have an opportunity to make further submissions to the Commission in accordance with the current procedure (P500-001).

For Applications to the Superintendent

PCO staff will write a final letter to the plan administrator summarizing concerns or issues and requesting a response within sixty (60) days. After the sixty days have passed, and except for any legal or actuarial issues which may be identified, PCO staff will forward the application to the Superintendent of Pensions for a decision based on information on file (including any responses received from the applicant to the final letter).

Since the summer, PCO staff have begun a special one-year initiative to resolve all outstanding applications filed prior to 1996, starting with the oldest applications. It is the PCO's objective to resolve all applications filed prior to 1996 by August, 1997.