



EMPLOYER NEWSLETTER

3rd Quarter FY25

P.O. BOX 26129, Santa Fe, NM 87502-0129 www.erb.nm.gov Phone: 1-800-663-1919

PAS Updates

Pension Administration System

Our School Reporting team has successfully completed the 1st phase of User Acceptance Testing (UAT#1). We are pleased with the progress of this new system. We will begin phase #2 UAT later this Summer. Please note that our focused LAU user group will be testing later this fall.

LAU Help

Question – How do we report the death of an employee or a retired employee?

Answer – School personal should advise the family or the executor of the estate that they need to contact our Member Service Department. Contact NMERB at (505)585-3510 or 1(800)663-1919 to report a death of an ERB member.

Three Things to Know

Outstanding Statement Balance

1

As we prepare to transfer into our new pension administration system Ariel, we are cleaning our data. If your school district has an outstanding statement balance our school reporting team will be in contact with your payroll department to resolve the outstanding credit or debit balances.

2025 NM Legislative Session

2

ERB is watching two bills that have been introduced in this year's legislative session. First, is Senate Bill 133 (SB133) – the purpose of this bill would increase the RTW program \$15K or less to \$25K or less. It would also increase the 36-month consecutive, non-consecutive RTW program to 60 months. The second, is House Bill 254 (HB254) would increase the 36-month consecutive, non-consecutive to 84-month.

Pre-Retirement Beneficiary Designation Form

3

All questions regarding this form should be directed to our Member Service Department. Contact our office at (505)585-3510 or 1(800)663-1919. You may send an email to member.help@erb.nm.gov. If you are receiving forms returned to your office with a letter stating, they are incomplete or not acceptable, we recommend that you have your staff complete the DocuSign version that is available on our website. [Forms | NM Educational Retirement Board](#). Have staff members save the document as a PDF to keep for their records and to add to personnel files.

Do	Do Not
Use most current version of form	Email or fax forms
Read form carefully	
Use blue or black ink	
Keep a copy for your records	
Mail original form to our Santa Fe office	

ACRONYMS

PAS - Pension Administration System
LAU - Local Administrative Units (221 ERB Contributors)
RTW - Return-to-Work

For questions, comments on these topics, or if have a request for future topics, send your email to LAU.help@erb.nm.gov.