



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

To: All Agency Heads
From: Robert L. Genuario, Secretary
Date: June 25, 2009
Subject: Retirement Incentive Program (RIP)

I am certain that each of you have been busy developing your comprehensive plans for agency operations in a post Retirement Incentive Program environment. As indicated in my June 3rd letter regarding the RIP, we are now asking you to formalize your plan and submit it for approval. Under separate cover you will receive instructions for the submittal along with the targets that will serve as guide for the maximum number of refills within your agencies.

As previously stated, the RIP was implemented as a means of generating significant savings to the state in both the near and long term. It is essential that we meet the saving levels anticipated in the agreement between the State of Connecticut and the State Employees Bargaining Agent Coalition (House Resolution 31, Senate Resolution 28). Therefore, the refill criteria left little room for approval of anything more than the most critical of positions.

The limited time for implementation poses an additional challenge and we will work with you to phase down operations as necessary. Therefore, your plans should account for the staffing requirements including any proposed use of Temporary Worker Retirees. Agency plans must outline steps to be taken during the initial stages of the adjustment period immediately following July 1, 2009, as well as the timeline for transition to your new staffing level.

Your comprehensive plan should provide for a streamlining of operations, while maintaining essential services to our citizens. All Agency Heads must show how their agencies are going to meet the task at hand to provide a leaner, more cost efficient government for the people of Connecticut with a minimal disruption of services.

Responses should be submitted no later than June 30, 2009. Any questions may be directed to your assigned Budget Analyst.

Thank you for your continued support, it is essential in achieving the goals of this program.

cc: Fiscal Officers
Personnel Managers