



STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT

To: All Agency Heads
From: Robert L. Genuario, Secretary
Date: June 3, 2009
Subject: Retirement Incentive Program (RIP)

A handwritten signature in black ink, appearing to read "Robert L. Genuario".

Planning for the post Retirement Incentive Program era, makes it necessary to develop a solid foundation on which to base future decisions. Your agency will shortly be receiving a payroll roster which we will be asking you to update with information on known and anticipated retirements in your agency. Gathering this information will provide the initial data on number of positions and areas within your department being impacted. I am asking that you provide an expedited reply and ensure a response no later than June 10th.

As you are aware 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 Governor's recommended budget. Your continued support is essential in meeting this goal.

Following the update of the roster, you will be asked to provide a comprehensive plan for your agency which provides for a streamlining of operations, while maintaining essential services to our citizens. Your assigned Budget Analyst will be available to provide additional guidance. All agency Heads must evaluate 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.

It is important to note that any approval of refills required as part of your plan may be delayed pending the approval of all agency plans. Job security provisions of recently negotiated collective bargaining agreements will be honored. Therefore, on a statewide basis it may be necessary to match refill requests with any qualified staff that may be impacted by programmatic changes in other agencies.

Additional instructions will be provided under separate cover.

Cc: Fiscal Officers
Personnel Managers