Table: Summary of Changes Between the Prior and New Review Approach

	Prior Review	New Review	<u>Change</u>
Review Selection	Selected high-risk employers.	Select high-risk compliance requirement.	Allows for increased understanding of a single compliance requirement.
<u>Selection</u> <u>Criteria</u>	Applied multiple risk factors across the employer population.	Use data analytics to identify at-risk employers for each selected compliance requirement.	Provides more in-depth review of single compliance requirement.
Performance of Reviews	Performed reviews on multiple compliance requirements.	Review specific compliance requirement per cycle.	Shorter review period.
Number of Employer Reviews	Reviewed 125 employers in Fiscal Year 2015-16.	Plan to perform 4-6 review cycles each year with 60-80 employers within each cycle.	Increases review coverage of employers.
<u>Review</u> <u>Results</u>	Communicated review results with draft and final reports to each employer reviewed (125 draft/final reports).	Issue draft report to each employer (240-480 draft reports) and one final report summarizing results of all employers reviewed (4-6 final reports), including individual employer results.	Decreases the review cycle time (more timely communication on results) and time to complete reviews. Consolidates results for all employers reviewed.
Report Elements	Included the following:  Cover Page  Letter  Table of Contents  Results in Brief  Scope  Results-Findings  Results-Observations  Conclusion  Appendix A-Objectives  Appendix B-Employer Response	<ul> <li>Will include the following:</li> <li>Cover Page</li> <li>Letter</li> <li>Table of Contents</li> <li>Objective and Scope</li> <li>Summary of Results (of all employers reviewed in the cycle)</li> <li>Appendix A – All employers' individual results and summarized responses.</li> </ul>	Allows for comparison of employer results by cycle.

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# Example: Report for a Cycle Performed

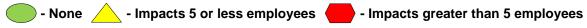
Objective and Scope				
CalPERS ID	Job Number	Contract Date	Classification	
XXXXXXXXX	1SP16-00X	July 1, 194X	Miscellaneous	

The objective of our review was to ensure the completeness and accuracy of active member census data reported to CalPERS used to calculate the estimated pension liability for financial reporting purposes pursuant to the Governmental Accounting Standards Board (GASB) Statement No. 67: Financial Reporting for Pension Plans. Our testing included procedures to verify that significant data elements reported by the Agency in my|CalPERS agreed with the Agency's payroll records. The review was limited to the examination of a sample of active employee records for the pay periods from July 1, 2014 through June 30, 2015. The Office of Audit Services (OFAS) did not test for the Agency's compliance with membership enrollment or employment after retirement.

#### Results

Census Data Elements		Condition	Finding
1	Employment Status	Employment status was incorrectly reported for 122 employees. Specifically, the employees were listed as active in my CalPERS; however, they were no longer active with the Agency.	
2	Employee Name	Name for one employee did not agree with the Agency's records.	
3	Classification (Misc./Safety)	Classifications agreed with the Agency's records.	
4	Gender	der Genders agreed with the Agency's records.	
5	Date of Birth	Dates of birth agreed with the Agency's records.	
6	Payrate/Earnings	Earnings agreed with the Agency's records.	
7	Special Compensation	Special compensation agreed with the Agency's records.	
8	Service Credit	Service credit agreed with the Agency's records.	

**Finding Description:** 



### **Recommendation and Criteria**

The Agency should work with the appropriate CalPERS division to make the necessary corrections.

GC: § 20120, § 20121, § 20122, § 20160, § 20221, § 20630, § 20636

CCR: § 565.1, § 571

## **Other Matters**

OFAS identified other matters that were outside the scope of this review. These matters were discussed with the Agency. OFAS encourages the Agency to work with CalPERS to ensure compliance with the Public Employees' Retirement Law.

to ensure compliance with the Public Employees' Retirement Law.				
1	Pay Schedule	The Agency did not maintain a pay schedule that identified all position titles. Government Code Section 20636.1 requires that payrates reported to CalPERS are pursuant to publicly available pay schedule and CCR Section 570.5 limits payrates to the amount listed on a pay schedule that meets all of the enumerated		
		requirements.		

## Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. Sample testing procedures provide reasonable, but not absolute, assurance that the Agency's active member census data is complete and accurate. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination in regard to the results noted within the report. The appropriate CalPERS divisions will notify the Agency of the final determinations and provide appeal rights, if applicable, at that time.