



# State of New Jersey

DEPARTMENT OF THE TREASURY  
DIVISION OF PENSIONS AND BENEFITS  
P. O. Box 295

TRENTON, NEW JERSEY 08625-0295  
Telephone (609) 292-7524 / Facsimile (609) 777-1779  
TRS 711 (609) 292-6683  
[www.nj.gov/treasury/pensions](http://www.nj.gov/treasury/pensions)

ELIZABETH MAHER MUOIO  
*State Treasurer*

JOHN D. MEGARIOTIS  
*Acting Director*

PHILIP D. MURPHY  
*Governor*

SHEILA Y. OLIVER  
*Lt. Governor*

June 2021

**TO:** Certifying Officers, State and County Colleges

**FROM:** New Jersey Division of Pensions & Benefits (NJDPB)

**SUBJECT: EPIC Intrafund Transfer Application**

The New Jersey Division of Pensions & Benefits is implementing a change to the procedure for an Intrafund Transfer on behalf of a currently enrolled employee transferring to a new location in the same pension fund.

Effective July 1, 2021, an online *Intrafund Transfer* (also known as a Report of Transfer) will be available and must be completed via the Employer Pensions and Benefits Information Connection (EPIC) for members transferring to a State or county college. We will no longer accept a paper *Report of Transfer/Multiple Enrollment Form* except in the following circumstances:

- Accounts currently set up with Multiple Member status; and
- Members who begin to work at multiple locations.

In these cases, employers should continue to use a paper *Report of Transfer/Multiple Enrollment Form*, which can be found on our website at: [www.nj.gov/treasury/pensions](http://www.nj.gov/treasury/pensions)

Those employed in a position covered by the Alternate Benefits Program (ABP) who wish to waive participation in the ABP should complete an *Election to Waive ABP Participation for Members of PERS/TPAF* form. Employers should certify the completed form and email it to: [PensionsEnrollmentWaiverForms@treas.nj.gov](mailto:PensionsEnrollmentWaiverForms@treas.nj.gov) within 30 days of appointment to the ABP-covered position. This mailbox is for waiver forms only; please do not send other forms to this mailbox. The *Election to Waive ABP Participation for Members of PERS/TPAF* form is available on our website.

## ADDITIONAL INFORMATION

If you have questions regarding any of the information provided in this letter, contact the NJDPB's Office of Client Services at (609) 292-7524, or email the NJDPB at: [pensions.nj@treas.nj.gov](mailto:pensions.nj@treas.nj.gov)