# Finding and Adding Employer Resolutions

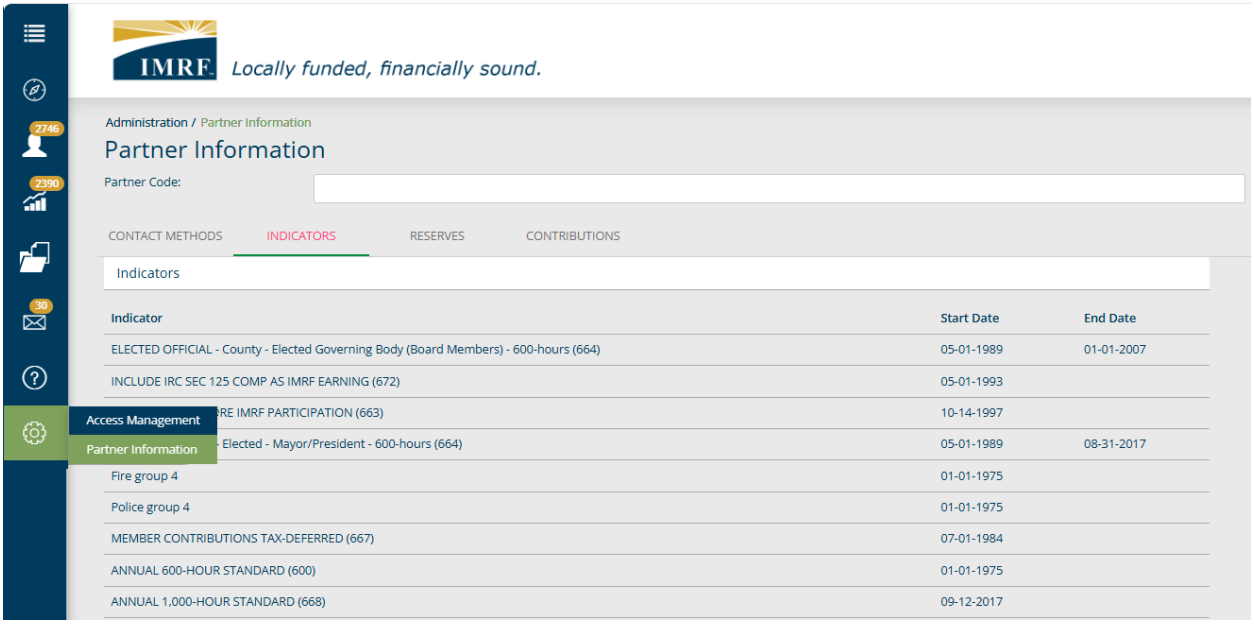
## Summary

This procedure explains how to find employer resolutions in Employer Access and how to submit new employer resolutions to IMRF.

## Steps

Once a resolution is passed by your governing body and submitted to IMRF, it will be applied to your account and viewable via the "**Indicators"** tab. To find these resolutions, go to the "Administration" button on the left-side panel and select "Partner Information." Once on the "Partner Information" page, go to the "Indicators" tab to find your employer's resolutions.

New resolutions passed by your employer can be submitted to IMRF via Secure Message.




The **"Indicators"** tab in Employer Access provides important information to assist in accurately administering the IMRF plan for your employer.

This page documents your employer's plan information including active and historical employer-optional resolutions. Reviewing this information will aid you in determining enrollment eligibility and discerning which earnings should be reported to IMRF.

Within this area of Employer Access, you can find the employer's hourly standard and other resolutions your employer adopted related to enrollment and wage reporting as well as police and fire groups assigned to your employer (for cities, villages, and incorporated towns).

**Note:** Member Contributions Tax-deferred (667) - While listed under the resolutions page of Employer Access, this tax treatment is provided under the 414(h) tax deferral plan effective July 1, 1984, for all IMRF employers, though it may have been adopted earlier by some employers.

For more information on optional resolutions your employer can pass, review our Authorized Agent Manual available at www.imrf.org.

For additional information on hourly standards, review our Authorized Agent Manual.

**Note:** School Districts and Special Education Cooperatives have a 600--hour standard. Other governmental units may elect either a 600-or 1000-hour standard.

Cities, villages and incorporated towns are assigned Police and Fire groups by the Illinois Department of Insurance Pension Fund Division. For more information on Police and Fire groups visit the Authorized Agent Manual.