

BREAKOUT SESSION DESCRIPTIONS
(In alphabetical order)

No.	Topic
1.	<p style="text-align: right;">by Joe Ellena, William Wolfe, RRB by B. Wayne Van Dyck, IRS</p> <p>Audits, RRB and IRS</p> <p>This session will address both audits conducted by the Internal Revenue Service (IRS) and the Audit and Compliance division of the Railroad Retirement Board (RRB). You will receive advice on how to prepare for, and survive, an audit, as well as information on audit authority, objectives, and scope. Coordination of information between the RRB and IRS will be covered, along with disclosure, confidentiality considerations, and other issues which cross agency lines. The session will discuss some common findings and how you can be confident that you are in compliance.</p>
2.	<p style="text-align: right;">by Michael Wietecha, QRSC</p> <p>Creditable Compensation</p> <p>This session will provide information on how to report any and all types of pay for time lost, including settlements for personal injury, public law board awards, reinstatements with back pay, and discrimination awards. The session will also cover separation allowances, guarantee pay, retroactive wage increases, and many other payments. This session will provide helpful tips which could save employers money when settling claims and will clear up any misconceptions about “buying service months.” This session is targeted to employers who make these types of payments.</p>
3.	<p style="text-align: right;">by Patrick Keenan, QRSC</p> <p>Creditable Service</p> <p>This session will cover the creditability of service months for numerous less common type payments such as vacation pay in lieu of a vacation period, training allowances, bonus pay, salary advances, and productivity pay. The session will also address how to determine the correct RUIA compensation for retroactive payments and the time limits for filing prior year adjustments. This session will help you avoid many of the costly retroactive adjustment errors and prevent your receiving referrals from us because service month you reported do not agree with our records.</p>
4.	<p style="text-align: right;">by Robert Perbohner, MMO</p> <p>Employer Coverage Under RRA</p> <p>Do you wonder why some railroads are not covered under the Railroad Retirement Act or why some employers segregate their railroad business from their non-railroad business? This session will provide the answers to those and many more coverage questions. The session will discuss what constitutes coverage under the RRA and RUIA for employers and individual employees, the use of contract services, and how decisions are coordinated between RRB, IRS, and SSA.</p>
5.	<p style="text-align: right;">by Jerome F. Keever and Staff</p> <p>Executive Session</p> <p>The Management Member of the Board will share his vision for the Railroad Retirement Board in the new century, followed by a period of questions and answers.</p>

6.	<p>Experience Rating Panel Discussion I (New) RRB and Industry Representatives <i>This session covers three time-slots but is a continuous session. You need to register for all three sessions.</i></p> <p>This session will give you an overview of the RUIA claims process and a complete look at the Experience Rating system from A to Z. You will learn how your contribution rate is calculated and how the payment and recovery of benefits impacts your rate. Finally, you will see what actions you can take to improve your contribution rate. We have assembled a team of experts from a cross-section of groups that handle the following RUIA topics:</p> <ul style="list-style-type: none"> • Benefit basics: <ul style="list-style-type: none"> ➤ Summary of the benefit application and claim process. • Experience rating: <ul style="list-style-type: none"> ➤ Experience rating: purpose and operation. ➤ Experience rating statistics: surcharges, fund balances. ➤ Experience rating notices. ➤ Appeal of experience rate. • Activities affecting charges and rates: <ul style="list-style-type: none"> ➤ Prepayment verification with employers. ➤ Post payment notices and employer appeals of benefit determinations. ➤ Benefit recoveries from employers under sections 12(o) and 2(f). ➤ Program integrity activities.
7.	<p>Experience Rating Panel Discussion II (New) Continuation</p>
8.	<p>Experience Rating Panel Discussion III (New) Continuation</p>
9.	<p>Filing Reports on the Internet: RRBLink by Tim Johnson & Mona Hart, US Bank and RRB Internet site (New) by Carol Arnold, CESC</p> <p>Tim and Mona will start with a demonstration of the RRBLink system which employers use to electronically deposit RRA and RUIA taxes and other payments. Employers with Internet access can use RRBLink to file Form DC-1, <i>Employer's Quarterly Report of Contributions under the RUIA</i>.</p> <p>Next, Carol will demonstrate the RRB's Internet site for employer reporting. At the time of this release, we are beta testing three forms on the Internet site:</p> <ul style="list-style-type: none"> Form BA-4, <i>Report of Creditable Compensation Adjustments</i>; Form BA-6a, <i>Form BA-6 Address Report</i>; and Form GL-129a, <i>Record of Employer Determination on Employee Protest</i>. <p>Carol will also discuss plans for the next Internet forms and give you an opportunity to express your ideas and needs.</p> <p>In addition to this session, you can get hands-on practice with either of these systems by seeing Tim, Mona and/or Carol during the Information Fair on Friday.</p>

10.	<p>Master the Basics I by Pamela Martin, QRSC</p> <p><i>If you are interested in basic sessions we suggest you attend both “Master the Basics.” This is not a requirement. You may create your own schedule to meet your specific needs.</i></p> <p>“Master the Basics” is for anyone who is getting their feet wet in the world of railroad retirement. Basics I will give you a working knowledge of railroad retirement terminology and concepts. This session will provide you with the foundational knowledge needed to better understand Railroad Retirement Board’s (RRB) reporting requirements. It will cover the relationship of service and compensation reports to railroad retirement benefits. It will also identify the resources available on the RRB website and throughout the agency, that can assist you. No question is considered too elementary! The session includes in-class workbook, examples, quizzes and supplemental handouts.</p>
11.	<p>Master the Basics II by Laretta Earls, QRSC</p> <p>This session covers how to effectively complete the <i>all important</i> service and compensation reports (BA-3a, Annual Report; BA-6a, Address Report; BA-9, Separation Report; BA-10, Miscellaneous Report; and BA-11 Gross Earnings Report) and how to determine and file a prior year adjustment (BA-4, Adjustment report). This session also explains the most common service and compensation errors and referrals that may be sent by the RRB to clarify or correct service and compensation reports. Basics II will provide you with information on alternative methods for filing automated reports (Excel spreadsheets, CD-Rom). It will also include a demonstration of the enhancements to the RRB PC reporting program. If reports are not properly filed, your employees may miss out on benefits. <i>(So, do not miss this session!!)</i></p>
12.	<p>Protective and Guarantee Payments (New) by Wayne J. Scharnak, CESC</p> <p>Discussion of the different types of company plans, agreements, court verdicts, and law board awards, and their creditability under the Acts administered by the RRB.</p>
13.	<p>Reports and Correspondence by Nate Coleman, QRSC</p> <p>The session will cover the various forms that the RRB may send to employers requesting additional information. This session will also cover completing information gathering documents (i.e. GL-99, GL-132, and UI-41). The session will provide helpful contacts at the RRB and IRS. This session will discuss more complicated corrections to prior-year reports of service and compensation. This session covers Form CT-1 and DC-1 tax reporting and reconciling your earnings reports to your tax reports. The session also covers the filing of Forms W-2 and W-3 ‘Wage and Tax Statements filed with the Social Security Administration. The session explains the relationship and responsibilities of the differing federal agencies with which you have to file tax and earnings reports.</p>

14.	<p>Retirement & Survivor Annuities I by Joseph Waechter, MMO <i>This session covers two time-slots but is a continuous session. You need to register for both I and II.</i> This session is intended for those individuals covered under the Railroad Retirement Act, and for individuals who work in the human resources area and handle employee questions about benefits. The session will discuss eligibility for RRB annuities, calculation of retirement and survivor benefits, and factors that affect benefits. Educate yourself before making the all-important retirement decision!</p>
15.	<p>Retirement & Survivor Annuities II by Joseph Waechter, MMO continuation</p>
16.	<p>Internet Services for Employees by Ron Russo, RRB This session will provide an overview of the services currently available to employees, beneficiaries, and annuitants through the RRB Web site and those planned for the future.</p>
17.	<p>Social Security Reporting Issues (Invited) by SSA This session will cover filing of Forms W-2 and W-3 for railroad employers, including common problems and available help. The session will also explain the options to verify social security numbers of employees and other enumeration issues including hiring aliens. The session will explain what information SSA shares with IRS and how discrepancies are reconciled. The session will also highlight employer services available through the Internet.</p>
18.	<p>Supplemental UI And SI Benefit Plans and Placement Program by Rich Luzzo, RRB by Phil Arnold, RRB Rich will define supplemental benefits plans and describe the advantages to employers and employees. Employers will receive all the information they need to establish a supplemental sickness or unemployment benefit plan and how to obtain approval for your plan. Phil will provide information to employers on the RRB's placement program. This program benefits employers in two ways, 1) helping employers find qualified workers and 2) helping workers find employment. In both instances employers benefit from reduced unemployment claims. Learn how the process works and how it might benefit you.</p>