

OPM 02-33

DATE: June 21, 2002

TO: All Appointing Authorities of Higher Education
And Non-Higher Education Agencies

ATTENTION: Payroll Managers

FROM: Oscar B. Jackson, Jr.
Administrator and Cabinet Secretary of Human Resources

RE: **Oklahoma State Employees' Direct Deposit**

The Employees Benefits Council (EBC) is responsible for issuing the Section 125 Health Care and Dependent Care reimbursement spending account checks. In an effort to expedite this process, state employees who participate in direct deposit may now receive their spending account reimbursements electronically through the OPM direct deposit program.

Beginning August 1, 2002, all employees enrolled in payroll direct deposit will automatically receive their spending account reimbursements through direct deposit. **If an employee elects not to receive his/her spending account reimbursement through direct deposit, the employee must complete and return the enclosed Automatic Deposit Transmittal form to the Office of Personnel Management (OPM) by no later than July 22, 2002.** The enclosed form is camera-ready and may be reproduced at your agency. Please reproduce it in a one-page format.

Problems concerning the results of the spending account reimbursements should first be directed to the Spending Accounts Administration at EBC - (405) 232-1190, ext. 301. Problems concerning payroll direct deposit should be directed to the OPM Direct Deposit Unit at (405) 521-2172.

Enclosure