

## Section 17

# Violation Period Certification

Employers may receive a request to complete a violation period certification when employing a reemployed retiree. Section 3307.35, Revised Code, stipulates that public employees who retire under one of the five Ohio retirement systems are prohibited from returning to work in public employment for **two months** after their retirement effective date. Any retiree who violates this restriction will forfeit monthly benefits for any month in which he or she is in violation.

## Completing a Violation Period Certification

### Step 1

To access the certification from the home page:

1. Click on “Violation Period Certification” in the Additional Tools menu, or
2. Click on “Violation Period Certification” in the Outstanding Reports section.

The screenshot shows the STS Ohio website home page. The navigation bar includes: Home, Make a Payment, Payment History, New Hire Notification, Reemployed Retiree Notification, Employer Reports, Deposit & Service Reports, and Withdrawal Certification. The main content area is divided into three sections: Additional Tools, Outstanding Reports, and Current Obligations. In the Additional Tools section, 'Violation Period Certification' is circled in red. In the Outstanding Reports section, a table lists various report types and their counts, with 'Violation Period Certification' having a count of 1, indicated by a red arrow. The Current Obligations section shows a table of due dates, descriptions, and amounts.

Report Type	Number of Reports
Service Credit Verification	1
Accrued Verification	1
Employment Verification Reports	3
Annual Reporting	1
Withdrawal Certification	2
Pay Date Calendar	1
Violation Period Certification	1

### Step 2

On the Violation Period Certification screen, click on the employee’s SSN to open the certification. The report shown on the next page will appear.

The screenshot shows the Violation Period Certification screen. At the top, there is a button labeled 'Violation Period Certification'. Below it is a table with three columns: Employee SSN, Employee Name, and Notification Date. The SSN 'XXX-XX-1938' is circled in red.

Employee SSN	Employee Name	Notification Date
XXX-XX-1938	Teacher, Todd	12/20/2018

### Step 3

If the member **did** return to work after retirement, enter the following information:

1. The first day the member worked with your school after retirement.
2. The amount of earnings during the first month after retirement.
3. The amount of earnings during the second month after retirement.
4. Include any comments necessary to help STRS Ohio process the certification.

### Step 4

When finished, click "Save & Submit."

To print a copy of the certification after it has been submitted, click "Print Summary." (*Screen not shown.*) To complete additional certifications, click "Back to List." Then repeat Steps 2–4 until all certifications have been submitted. The list on the Violation Period Certification screen will be empty when you've successfully submitted all certifications.

The screenshot shows the 'Violation Period Certification' form in the STRS Ohio system. The form includes a navigation menu at the top with options like 'Home', 'Make a Payment', 'Payment History', 'New Hire Notification', 'Reemployed Retiree Notification', 'Employer Reports', 'Deposit & Service Reports', and 'Withdrawal Certification'. The main content area contains the following text:

**Violation Period Certification**

Section 3307.35, Ohio Revised Code, provides that public employees who have retired under one of the five Ohio retirement systems are prohibited from returning to work in public employment for two months after the effective date of their retirement. Anyone found to be in violation of this restriction shall forfeit his or her retirement allowance or disability benefit for any month in which they are employed prior to the expiration of the violation period.

We have received notification from your office, which indicates the member below has returned to work within two months of their retirement date. Please verify below the first day worked after retirement and the amount of compensation earned for the first two months of retirement. Earnings should equal the number of days/hours worked times the daily/hourly rate of pay.

Employee: Teacher, Todd  
SSN: XXX-XX-1038  
Retirement Effective Date: 08/01/2018  
Reported Returned to Work Date: 08/02/2018

First Day Worked With Your School After Retirement: / /

Earnings First Month (08/01/2018 – 8/31/2018):

Earnings Second Month (09/01/2018 – 9/30/2018):

**Tip!**  Member did not work after retirement

Optional comments (max 250 characters):

Buttons at the bottom: Back to List, Save, Save & Submit

**Tip!** If the member did not return to work after retirement, click the box to indicate the member did not work after retirement. (A check mark will appear.) Add a note in the comments section and click "Save & Submit."