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## 2018 Clerk and Mail Handlers

**Voluntary Early Retirement - (VER) January 31, 2018; February 28, 2018; March 31, 2018**

### OVERVIEW

The Postal Service will extend voluntary-early-retirement (VER) offers to eligible mail handlers and clerks, beginning Jan. 8, 2018. Offers will contain three retirement-effective dates from which eligible employees may choose: January 31, February 28, and March 31. Employees who accept the offers will be able to retire before they reach the standard requirements for age and years of service. Eligible employees will receive their offer letters and annuity estimates at their addresses of record. You can change or update your address on LiteBlue. Eligible employees who decide to accept an early-retirement offer can apply by completing and submitting the required documents by the deadline specified in their offer letters. For eligible employees who decide not to accept the offer, no response is required. The Postal Service is not offering separation incentives to accept the early-retirement offer. Nationwide, approximately 26,000 clerks and mail handlers will receive the VERA offer.

### VOLUNTARY EARLY RETIREMENT

#### What is “voluntary early retirement”?

Voluntary early retirement (VER) allows agencies that are undergoing substantial restructuring, reshaping, right-sizing, transfer of function, or reorganization to temporarily lower the age and service requirements in order to increase the number of employees who are eligible for retirement.

#### What makes employees eligible for early retirement?

Employees must meet the minimum age and service requirements:

- At least 50 years of age with at least 20 years of credible service, or any age with at least 25 years of credible service.
- At least five years MUST be creditable civilian service, not military service. Employees may use military service to meet the balance of service required for eligibility.
- The above criteria MUST be met by the VER effective retirement date.
- CSRS employees must have been employed under CSRS for at least one year out of the last two years, but the service need not be continuous.

#### Where can I find more information about the VER and retirement in general?

If you are eligible for VER, you will receive further information from the HRSSC. **PLEASE** do not call HRRSC or your Local Services office as soon as the VER offer is announced or for the status of your VER application. If you apply for retirement, the HRSSC will contact you. To learn more about retirement, please visit the U.S. Office of Personnel Management (OPM - a separate government agency that administers federal retirement plans) website: [www.opm.gov/retire](http://www.opm.gov/retire). OPM provides extensive information about retirement options, including VER.

**Please Note: The age and years of service criteria must be met by January 31, 2018, February 28, 2018 or March 31, 2018. If you do not meet the criteria by January 31, 2018, February 28, 2018 or March 31, 2018 you are not eligible for VER.**

For your convenience, a timeline of activity related to this VER can be found by clicking on [2018 Clk-MH VER Steps At-A-Glance](#). Read through this timeline carefully and consider your retirement options. It's important to note the

#### Essential Links

[2018 Clk-MH VER Timeline](#)[VER Home Page](#)[VER FAQs](#)[2018 Clk-MH VER Steps At-A-Glance](#)[Time to Update Your Address!](#)[Taxes by State](#)[Retirement Videos](#)[Retirement Information](#)[Workforce Connection](#)[Contact Org Change](#)

date when an employee's voluntary choice to retire becomes irrevocable (cannot be withdrawn) under this VER.

As a reminder, a voluntary early retirement is just that—voluntary. But if retirement is part of a near-future plan for you, make sure to navigate through all the information on this website and check with HRSSC to get all the information you need to make an informed decision.

## NOTIFICATION OF ELIGIBILITY

Clerks and Mail Handlers in the targeted Post Offices who are identified as tentatively meeting eligibility requirements for this VER will receive annuity estimates and a VER Offer Letter via U.S. Mail at their address of record. The mailings are being released on or about **January 8 through January 12, 2018**.

The notification package will contain important forms, instructions and frequently asked questions ([FAQs](#)) that will answer retirement benefits-related questions and help eligible employees make an informed decision.

We want to make sure you receive this important information as well as other official U.S. Postal Service related mailings. If you have not already done so, please update your address of record. See [Change Your Address and Contact Information](#) for details on how to update your mailing address.

## VER INFORMATION

Before making a final decision, employees should carefully review the information in the annuity estimate and the VER offer package, including the FAQs. Employees should also review the information provided on this website and view the on-line retirement videos. Don't wait ... start reviewing the information now.

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