

SUBJECT: **URGENT – PTG Employer Portal – Third Notice**

The FRS PTG Implementation Team provided user credentials for our new pension administration software (PTG) on February 27, 2024. At that time, we also requested that each user review the training videos and log in to the system to ensure there are no issues with your connectivity and credentials. Based on system reports, there is no record that the username assigned to you has logged in. We have sent weekly reminders since that date, and this is a third reminder to view the training videos and log in to the system **no later than March 25, 2024**.

**Beginning May 1, 2024**, the only way to submit contribution reports and payment is through this new system. Delinquent contributions will accumulate interest and employees who attempt to retire without all contributions recorded and paid in the system will have their benefit calculated on a lower average final compensation figure than what they actually paid.

Your attention to this matter is greatly appreciated. Should you need any assistance, contact the FRS PTG Help Desk at 225-925-4060 or via email at [FRS@ffret.com](mailto:FRS@ffret.com).

Regards,

FRS PTG Implementation Team  
225-925-4060