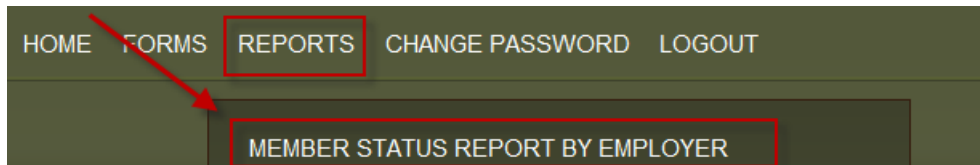


Purpose

- To provide detailed instruction for employers to generate available reports
- To provide Service Credit information to project future retirees for DROP purposes, etc.
- To provide Historical Information to verify should an employee return to work at same employer
- To provide employer home addresses of specified status, i.e. all active, all retired, etc.

1. Access Employer/Member information by logging in on [LSERSWeb](#). Refer to [LSERSWeb Employer Access](#) procedures for step-by-step instructions on logging in.
2. Hover your mouse pointer over the word **REPORTS** at the top of the page. When the menu appears, click on **MEMBER STATUS REPORT BY EMPLOYER**



The **REPORTS** parameter or input screen will appear for **MEMBER STATUS REPORT BY EMPLOYER**

Employer Name *should be prefilled with your Employer*
 Position *selections range from individual positions like Bus Driver (or) All*
 Total Service Credit *enter numbers for a specified range, including a decimal position*
 Age *enter numbers for a specified range*

March, 2013						
Su	Mo	Tu	We	Th	Fr	Sa
24	25	26	27	28	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Today: March 7, 2013

Status Date *pick a range of dates from a calendar*
 Status *selections range from Active to All*

The employer may request home addresses only based on the status of the member group by answering "Yes" to the question, "Do you want home addresses only?".

When you're done, click on **"View Report"**.

NOTE: For multiple reports in this category, you may select **"Clear"** and re-enter the fields listed above.

Employer Name: <input type="text" value="Acadia Parish School Board"/>	Position: <input type="text" value="All"/>	<input type="button" value="View Report"/>	<input type="button" value="Clear"/>
Total Service Credit From: <input type="text"/> To: <input type="text"/>	Age From: <input type="text"/> To: <input type="text"/>	Do you want home addresses only?	
Status Date From: <input type="text"/> To: <input type="text"/>	Status: <input type="text" value="ALL RETIRED"/>	<input type="text" value="No"/>	
<div style="border: 1px solid black; padding: 2px;"> All ALL RETIRED ALL DECEASED ALL ACTIVE ACTIVE DECEASED ONLY </div>			



EMPLOYER REPORTS Member Status Report By Employer

R. 05/29/13

LOUISIANA SCHOOL EMPLOYEES' RETIREMENT SYSTEM

The report will display as shown below:

Employer Name: Position:

Total Service Credit From: To: Age From: To:

Status Date From: To: Status:

1 of 3 100% Find | Next

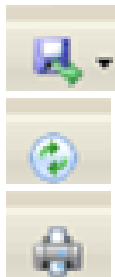
8090 United Plaza Blvd. (70809) • P.O. Box 44516 • Baton Rouge, LA 70804-4516
p. 225.925.6484 • 1.800.256.3718 • 1.225.921.0390 • www.lseers.net

ALL RETIRED EMPLOYEE LIST BY AGENCY Acadia Parish School Board

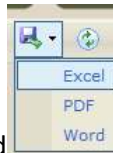
POSITION: All - AGE: FRM. 0 TO 100 - TOTAL SERVICE CREDIT: FRM. 0 TO 100 - STATUS DATE: FRM. 1-1-1900 TO 1-1-2050

#	MBR	Name	Position	DOB	Ser. Credit	Address	City	State	Zip	Status	Status Date	Emp ID
1			CUSTODIAN	3/24/1940	11.10		CROWLEY	LA	70526	DRP RETIRE	2/17/2004	1
2			BUS DRIVER	1/22/1954	20.73		CROWLEY	LA	70526	RETIRED	10/14/1997	1

Additionally, you may use the following symbols to:



Export to Excel, PDF or Word



Refresh for new entries to report

Print to your local printer