Retiree Reporting: No NHRS Retirees

If an employer has zero NHRS retirees on their payroll, they must report this information to NHRS annually by February 15.

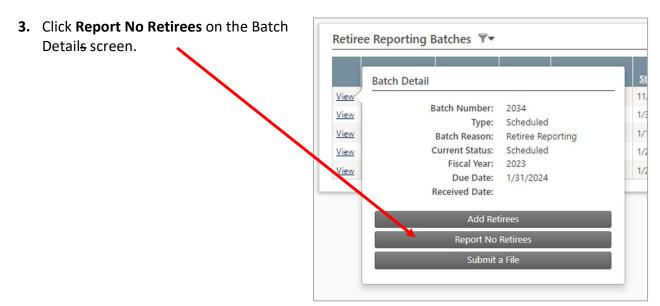
To report no retirees, log into the Data Reporting System (DRS).

1. Click on Batch Maintenance in the Retiree Reporting section of the menu.

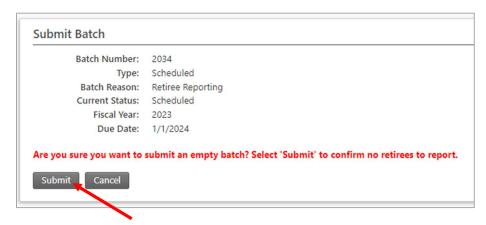


2. Click **View** on the scheduled batch for the calendar year you are reporting. **Note:** Previously posted batches from prior years also will be listed on this screen. The current batch will show a status of scheduled.





4. Click **Submit** to confirm that there are no retirees in the batch.



Additional information

If you have questions or require help with annual retiree reporting, please call (603) 410-3532 or email exceptions@nhrs.org.

Employers with questions regarding eligibility or other administrative issues regarding the law can review our frequently asked questions (FAQ) at:

https://www.nhrs.org/faqs/faq-part-time-employment

If your question is not addressed in the FAQ, please email info@nhrs.org.