

EMPLOYER'S DEEMED SERVICE MONTHS QUESTIONNAIRE

BA -

INSTRUCTIONS

ALWAYS COMPLETE ITEM 8. Check YES or NO for each month listed in item 7.

For an explanation of deemed service months and the completion of this form, see the "Reporting Instructions to Employers." If the name, service months, or compensation is incorrect, correct it and answer the questions based on the corrected information. Enter an explanation of the correction, in the remarks. If corrections are to service months or compensation, you must also file Form BA-4, Report of Creditable Compensation Adjustments. Please attach the form BA-4 to this questionnaire or give date filed. Do not change the year in item 4. Mail the completed form to:

U.S. Railroad Retirement Board
Assessment and Training
Compensation and Employer Services Center
844 North Rush Street
Chicago, IL 60611-2092

The purpose of this form is to obtain information needed to determine whether the employee identified below can be credited with additional service months in accordance with provisions of Section 3(j) of the Railroad Retirement Act (RRA). Our authority for requesting the information is Section 9 of the RRA. Reporting is mandatory under the law. Failure to report or the making of a false or fraudulent report can result in criminal prosecution or civil penalties, or both.

We estimate this form takes an average of 2 minutes per response, including the time for reviewing the instructions, getting the needed data, and reviewing the completed form. Federal agencies may not conduct or sponsor, and respondents are not required to respond to, a collection of information unless it displays a valid OMB number. If you wish, send comments regarding the accuracy of our estimate or any other aspects of this form including suggestions for reducing completion time, to Chief of Information Resources Management, Railroad Retirement Board, 844 North Rush Street, Chicago, IL 60611-2092.

1. NAME	2. SOCIAL SECURITY NUMBER		3. PAYROLL NO.
4. YEAR	5. SERVICE MONTHS REPORTED		6. TIER II COMPENSATION
7. MONTHS NOT WORKED	8. EMPLOYEE IN EMPLOYMENT RELATIONSHIP?		If an employee was in an employment relationship part of a month, check YES. An employment relationship exists in a month not worked if the employee was on furlough, authorized leave of absence, sick or disability leave, training, etc. An employment relationship does not exist if the employee was discharged, resigned, retired, relinquished his or her job rights, died, etc. For this purpose, an employment relationship does not exist if an employee transferred to a position determined not to be covered under the Railroad Retirement Act.
	YES	NO	
9. REMARKS			FOR RRB USE

KNOWING THAT ANYONE WHO MAKES A FALSE OR FRAUDULENT STATEMENT FOR THE PURPOSE OF OBTAINING BENEFITS FROM THE RRB IS COMMITTING A CRIME PUNISHABLE UNDER FEDERAL LAW, I CERTIFY THAT THE INFORMATION IS TRUE, CORRECT, AND COMPLETE.

SIGNATURE OF CERTIFYING OFFICER		TITLE OF CERTIFYING OFFICER	
TELEPHONE NUMBER	FACSIMILE NUMBER		DATE