

DECLARATION OF EMERGENCY

**Office of the Governor
Division of Administration
Office of State Uniform Payroll**

HISTORICAL NOTE: Promulgated by the Office of the Governor, Division of Administration, Office of State Uniform Payroll, LR 47:

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Assistant Commissioner

Temporary Extension of Time Period to Meet the Minimum Participation Level for Certain Approved Statewide Vendors

2107#003

The Division of Administration through the Office of State Uniform Payroll (OSUP) is exercising the emergency provisions of the Administrative Procedures Act (APA), R.S. 49:953(B), and pursuant to the authority granted under R.S. 42:455(A), adopts the following Emergency Rule effective July 20, 2021. Unless extended, this rule shall remain in effect for the maximum period allowed under the APA, or until it expires under its own terms and conditions, whichever period is shorter.

The application and approval process of Statewide Vendors and products sold to state employees through payroll deductions is dependent upon solicitation to state employees. The COVID-19 pandemic disrupted access to state buildings and state employees from March 20, 2020 through the current time period. Due to this disruption, any vendor approved to solicit new products beginning in July 2020 were unable to meet the required minimum participation by the June 30, 2021 deadline.

Approximately 38,000 employees paid through the LaGov HCM system qualify to take advantage of supplemental insurance products provided through payroll deductions which include coverage for accident, cancer, dental, disability, heart, hospital indemnity, identity theft, intensive care, legal, long term care, term life, universal life, vision, and whole life. Due to the pandemic, certain vendors' timeframes in which to meet participation levels need to be extended to avoid detrimental effects to both vendors and employees. Unless this emergency rule is adopted to extend the deadline, many employees will be unable to take advantage of the supplemental insurance products they have come to rely upon.

Title 4

ADMINISTRATION

Part III. Payroll

Chapter 1. Payroll Deductions

§115. Temporary Extension of Time Period to Meet the Minimum Participation Level for Certain Approved Statewide Vendors

A. The COVID-19 pandemic limited access to state buildings and state employees which prevented vendors from meeting the minimum required participation by the deadline. Therefore, temporary changes are required to allow vendors the opportunity to meet the required participation.

B. Section 114.C.3 of this Part regarding the attainment of participation levels is temporarily modified as follows.

1. Only statewide vendors who were approved to sell new products on July 1, 2020 will be allowed 24 months after initial product approval to meet the participation level requirements.

AUTHORITY NOTE: Promulgated in accordance with R.S. 42:455(A).