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PA 05-15

To: Participating Agency Chief Executive Officers

From: Robert W. DuBois, Director of the Employee Benefits Division

Subject: Second Notice - NYSHIP Policy Memo 127 and Verification Form

Date: September 12, 2005

This letter serves as notification that we have not yet received your NYSHIP Policy Memo 127 verification form, as requested in my letter of May 20, 2005.

Another copy of the letter, along with the Policy Memo and Verification Form, is enclosed. It is important that we receive this information from you as soon as possible since the deadline for any necessary corrective action is December 31, 2005. Please return this form and any requested information no later than **September 21, 2005**.

If you have any questions about this policy, please contact Mary Frye, Director of Employee Insurance Programs at (518) 485-1771.

We appreciate your prompt attention concerning this matter.

Enclosures

cc: Participating Agency Health Benefits Administrators