

D.V.F.A. 2022 ANNUAL BILLING TIMELINE

September

- Pension Workshop at DVFA Conference—September 13, 2022, from 9-11am

November (End)

- Receipt of activation email for my.delaware.gov

December 2022– January 2023

- New User Training
- Virtual Refresher on Extranet

January 1 – January 31, 2023

- Estimated Annual Billing Online Roster available to update service credit

***Deadline January 31, 2023 at 4:30 p.m.**

- Due date for submission of Estimated Annual Billing Roster

February 1 – February 2, 2023

- Office of Pensions performs Audit of Estimated Annual Billing Roster

February 3, 2023

- Final Annual Billing Roster available for printing and payment

***Deadline February 15, 2023**

- Final Bill and Payment due to DVFA Treasurer
(*\$100 per day late fee*)

March 1, 2023

- Payment due from DVFA Treasurer to Office of Pensions

March 31, 2023

- All Actuarial forms due to the Office of Pensions
(Do not send to Treasurer, mail directly to Office of Pensions)