



STATE OF DELAWARE
OFFICE OF PENSIONS

OFFICE UPDATES
DECEMBER 2023

PENSION APPLICATION DEADLINE SCHEDULE 2024

The Office of Pensions provides Calendar Year 2024 pension application deadlines to ensure employees receive their pension in a timely manner and are enrolled in healthcare enrollment without delay.* Please share this information with employees to emphasize the importance of notifying their Human Resources Office in advance of their requested retirement date.

MONTH	PENSION EFFECTIVE DATE	SIGNED PENSION APPLICATION DUE TO PENSION OFFICE	PAYROLL
JANUARY	1/1/2024	12/1/2023	FEBRUARY**
FEBRUARY	2/1/2024	1/1/2024	MARCH
MARCH	3/1/2024	2/1/2024	APRIL
APRIL	4/1/2024	3/1/2024	MAY
MAY	5/1/2024	4/1/2024	JUNE
JUNE	6/1/2024	5/1/2024	JULY
JULY	7/1/2024	6/1/2024	AUGUST**
AUGUST	8/1/2024	7/1/2024	SEPTEMBER
SEPTEMBER	9/1/2024	8/1/2024	OCTOBER
OCTOBER	10/1/2024	9/1/2024	NOVEMBER
NOVEMBER	11/1/2024	10/1/2024	DECEMBER
DECEMBER	12/1/2024	11/1/2024	JANUARY

***IMPORTANT** Signed pension applications for **Medicare eligible retirees** must be submitted to the Office of Pensions at least 2 full months before their pension effective date.

****February and August are typically the months with the largest number of retirees added to payroll. An excessive number of new applications, along with the Office of Pensions staffing levels, may result in additional processing times during these periods.**

Questions? Please contact our Pension Administration section at (302) 739-4208.