

Chapter Grp 3  
CONTRIBUTIONS

Grp 3.01 Employee contributions  
Grp 3.02 Adjustments

**Grp 3.01 Employee contributions.** (1) The employee contributions for each \$1,000 of insurance shall be 50 cents per month until the February 1 that next follows attainment of age 40, and 60 cents per month from such date until attainment of age 65.

(2) Changes in employee contributions relating to an increase or decrease in the amount of insurance shall be made commencing with the pay checks distributed in February of each year.

(3) Employee contributions for a partial month of coverage are subject to the following conditions: (a) If coverage becomes effective on the first through the fifteenth day of the month, a full month's contribution is required.

(b) If coverage becomes effective on the sixteenth through the last day of the month, no contribution for such part month is required.

(c) When coverage ceases because of termination of employment, a full month's premium is required for any month or portion of a month for which earnings are paid.

(4) Whenever deductions cannot be made in advance, an additional amount shall be deducted on a succeeding payroll to establish contributions on a current basis.

**History:** Emergency rules, eff. 11-30-57; cr. Register, January, 1958, No. 25, eff. 2-1-58; r. and recr. (3) and (4), Register, June, 1962, No. 78, eff. 7-1-62.

**Grp 3.02 Adjustments.** Whenever the proper employee contribution is not made by any insured employee in any month, any deficiency shall be deducted by the employing department upon the ensuing payroll after discovery thereof. If an excess deduction of employee contributions has been made for any employee such shall be adjusted by reducing subsequent contributions for that employee, or if there be no later payroll payment then a refund check shall be issued to the person making the overpayment.

**History:** Emergency rules, eff. 11-30-57; cr. Register, January, 1958, No. 25, eff. 2-1-58.