



**STATE OF OKLAHOMA
OFFICE OF PERSONNEL MANAGEMENT**

"Working for Oklahoma"

OPM 11-12

DATE: March 29, 2011

TO: All Appointing Authorities

FROM: Oscar B. Jackson, Jr., IPMA-CP, Administrator and
Cabinet Secretary of Human Resources and Administration

A handwritten signature in black ink, appearing to read "Oscar B. Jackson, Jr.", positioned to the right of the "FROM:" field.

SUBJECT: 2011 Total Compensation Statement

In a few days, all Executive Branch employees will receive the third annual edition of the Total Compensation Statement, which provides a breakdown of the value of each component of their compensation and benefits packages. As was the case last year, hard copies of the statements will be distributed through the benefit coordinators in each agency, and a copy of the statement will also be available online in the Benefits Administration System (BAS) on the Employees Benefits Council website.

As we did last year, we are also conducting a survey on employee benefits, which is available online in the BAS. Information about how to access the survey will be provided in the Governor's letter on the Total Compensation Statement.

We ask that you please assist us by distributing the statements promptly when you receive them. If you have any questions regarding the structure or content of the form, do not hesitate to contact the OPM Compensation staff at (405) 521-6307. Questions about specific benefit programs should be referred to the Employees Benefits Council or the applicable retirement agency, as appropriate.

*"We serve the people of Oklahoma by delivering reliable and innovative
human resource services to our partner agencies to achieve their missions."*