



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

MEMORANDUM

TO: All Department and School Fiscal Officers

FROM: Ann S. Visalli
Director, Office of Management and Budget

DATE: March 11, 2010

SUBJECT: Benefit Deduction Policy

This policy provides clarification to all State Organizations regarding permissible Benefit Plans for all State employees.

Benefit Plans administered by Statewide Benefits or offered by School Districts, Higher Education or Charter Schools are only permitted when:

1. The plan is administered by the State Employee Benefits Committee and available to all eligible State of Delaware employees.

OR

2. The plan is administered by a School District, Higher Education or Charter School.

This policy is effective immediately.

Please note that non-Benefit-related General Deductions are governed by the Department of Finance/ Division of Accounting. Permissible general deductions are outlined in Accounting Memorandum #09-14 dated May 22, 2009.