

# Resolution 5 of 2023

Office of the New York State Comptroller  
  
 New York State and Local Retirement System  
 110 State Street, Albany, New York 12244-0001

Please type or print clearly  
 in blue or black ink

Employer Location Code

Received Date

# Standard Work Day and Reporting Resolution for Elected and Appointed Officials

RS 2417-A

(Rev.11/19)

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

BE IT RESOLVED, that the \_\_\_\_\_ / \_\_\_\_\_ hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

*(Name of Employer)* *(Location Code)*

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
<b>Elected Officials:</b>									
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
<b>Appointed Officials:</b>									
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>



I, \_\_\_\_\_, secretary/clerk of the governing board of the \_\_\_\_\_, of the State of New York,

*(Name of Secretary or Clerk)* *(Circle one)* *(Name of Employer)*

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

**IN WITNESS WHEREOF**, I have hereunto set my hand and the seal of the \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

*(Name of Employer)*

\_\_\_\_\_  
*(Signature of Secretary or Clerk)*

**Affidavit of Posting:** I, \_\_\_\_\_ being duly sworn, deposes and says that the posting of the Resolution began on \_\_\_\_\_ and continued for at least 30 days. That the Resolution was available to the public on the: \_\_\_\_\_

*(Name of Secretary or Clerk)* *(Date)*

- Employer's website at: \_\_\_\_\_
- Official sign board at: \_\_\_\_\_
- Main entrance Secretary or Clerk's office at: \_\_\_\_\_

**(seal)**