




Macon-Bibb County
Department of Human Resources
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September 16th, 2022

- Title: HR 0001 ACTIVE EMPLOYEE RETIREMENT NOTIFICATION (Rev.01) 
- Policy: MBCG is committed to the support of any employee who becomes eligible for retirement under the 401(a) Mandatory Contribution Plan, 457(b) Deferred Compensation Plan, County Pension Plan, Division (A) Pension Plan, and Fire and Police Pension Plan.
- Purpose: In accordance with Macon-Bibb County Policies and Procedures, Chapter 2, Section 2.05, Retirement, Paragraph (A); Employees may choose to retire under (a) normal retirement, (b) early retirement, or (c) disability retirement. The Human Resources Department should be consulted when an employee requests retirement so that all options and details of the retirement plan the employee is vested under can be fully explained. An employee who wishes to retire must notify the Human Resources Department at least sixty (60) days, when possible, before the date of retirement.
- Scope: MBCG shall cooperate with federal, state, and local government agencies that have the responsibility to ensure our compliance with various laws relating to retirement and/or retiree pension. Direct any questions or comments regarding this matter to Director, Human Resources, and/or Assistant Director, Human Resources.
- Responsibilities: All employees who are designated as Plan Pension Participants, or who are designated as eligible for retirement as specified by plan and/or years of service.
- Definitions: Employee Retirement consists of (60) day notification and shall be communicated to Macon-Bibb County's established Retirement and Pension Administrative Consultant or Regional Client Manager by either of the following methods:
- Phone
 - ♦ ACCG – 770-283-7545 or 1-833-899-4400
 - ♦ Nationwide – 770-757-3913 or 1-888-401-5272
 - E-mail
 - ♦ ACCG – Mr. Paul Bates – pbates@accg.org
 - ♦ Nationwide – Mr. Fred Taylor – taylof2@nationwide.com