



Railroad enrollment services

Important Changes for the 2013 Calendar Year Open Enrollment Period

Open Enrollment will be web-based for 2013



Railroad enrollment services is pleased to announce that this year's annual Open Enrollment for railroad employees, scheduled for this coming September/October, will be completed online. You start the open enrollment process by going to the Alerts and Important Dates section on the Railroad Information Depot home page (www.rrinfodepot.com). During the open enrollment period, you can link directly into the Railroad enrollment services secured portal.

The new web-based designated open enrollment period will be available 24/7, and will provide the following capabilities without all the paper of the traditional enrollment kit:

- Step-by-step review of personalized benefit election choices with quick links to everything needed to enroll for the upcoming year.
- Links to your medical provider's network.
- A quick and easy way to update your information.
- The ability to add*, delete, and/or change dependent information.
- The option to review enrollment information in Spanish.
- Flexibility to make multiple changes during the open enrollment period.
- An immediate confirmation statement once you complete your selections.

Plus, if you use the online portal, there is no need to mail any paper enrollment forms.

* If you're adding a dependent who is not listed, you will be required to send in the specified documentation **before** the dependent can be added to the Plan. Information on what is needed for verification and where to send this information will be provided on the site.

In September, you will receive a personalized letter with information about how and when to access the Railroad enrollment services portal.

Instructions on how to obtain a paper kit will be available to those who are unable to complete the web-based enrollment process in the September mailing. You will not need to access the Railroad enrollment services portal if you elect to keep your current benefit options for the 2013 calendar year or do not want to opt out. For assistance with the online enrollment web site, please call Railroad enrollment services at 1-800-753-2692.

Along the journey of life, arrive wiser, arrive healthier, arrive happier!