

INSURANCE BENEFITS ENROLLMENT INFORMATION

The hiring manager or human resources should complete this form for newly hired employees in order to provide the information needed to enroll in insurance benefits. Enrollment is done online at alaska.gov/drb.

Name:	Monthly Base Wage:	
Date of Hire (mm/dd/yy):		
BENEFIT PLAN		
Bargaining Unit	Employment Status	Full Time or Part Time
<input type="checkbox"/> General Government <input type="checkbox"/> General Government Youth Counselors <input type="checkbox"/> Public Safety Employees <input type="checkbox"/> Public Safety Employees—Airport <input type="checkbox"/> Mt. Edgecumbe Teachers <input type="checkbox"/> Masters, Mates & Pilots <input type="checkbox"/> Marine Engineers <input type="checkbox"/> Excluded <input type="checkbox"/> Confidential <input type="checkbox"/> Inlandboatmens <input type="checkbox"/> Supervisors <input type="checkbox"/> Alaska Vocational Teachers <input type="checkbox"/> Exempt, Executive Branch <input type="checkbox"/> Exempt, Judicial <input type="checkbox"/> Exempt, Legislature <input type="checkbox"/> Correctional Officers <input type="checkbox"/> Exempt, Aerospace	<input type="checkbox"/> Permanent – PE <input type="checkbox"/> Probationary Permanent – PR <input type="checkbox"/> Program Long-Term Nonpermanent – PG <input type="checkbox"/> Project Long-Term Nonpermanent – PJ <input type="checkbox"/> Substitute Long-Term Nonpermanent – PS <input type="checkbox"/> Normal Long-Term Nonpermanent – PT <input type="checkbox"/> Provisional – PV <input type="checkbox"/> Emergency Nonpermanent – EM <input type="checkbox"/> Program Short-Term Nonpermanent – NG <input type="checkbox"/> Project Short-Term Nonpermanent – NJ <input type="checkbox"/> Substitute Short-Term Nonpermanent – NS <input type="checkbox"/> Normal Short-Term Nonpermanent – NT <input type="checkbox"/> On Call Nonpermanent – OS <input type="checkbox"/> Short-Term Nonpermanent – TJ/TT <input type="checkbox"/> Temporary – TE/TG/TS <input type="checkbox"/> Legislative Contract – No health – L2 <input type="checkbox"/> Legislative Temporary – L4 <input type="checkbox"/> Legislative Contract – with health – L3 <input type="checkbox"/> Legislator – L1 <input type="checkbox"/> Exempt <input type="checkbox"/> Partially Exempt	<input type="checkbox"/> Full Time Regular – FR <input type="checkbox"/> Full Time Seasonal – FS <input type="checkbox"/> Part Time Regular – HR 30+ hours a week <input type="checkbox"/> Part Time Seasonal – HS 30+ hours a week <input type="checkbox"/> Part Time Regular – PR 15-29 hours a week <input type="checkbox"/> Part Time Seasonal – PS 15-29 Hours per week <input type="checkbox"/> Part Time Regular – NR 0-14 hours per week <input type="checkbox"/> Part Time Seasonal – NS 0-14 hours per week