

From: HCM Information

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To: HRA-Distribution-List <HRA-Distribution-List@hra.nyc.gov>; OCSE List <OCSEList@hra.nyc.gov>; Q-Office365UsersDHS <Q-Office365UsersDHS@hra.nyc.gov>

Subject: Commuter Benefits - Temporary Suspension of Transit Product Orders

Employees enrolled in the Commuter Benefits program, in any plan except for the Annual Transit Card, who are temporarily working from home and don't anticipate using the funds in their Commuter Account can opt to temporarily suspend their payroll deductions and transit product orders. Please read the attached bulletin for details regarding how to temporarily suspend your payroll deductions for this benefit, and your transit product orders through Employee Self Service (ESS). Please note, if you are working from home and do not have remote access, please use this link nyc.gov/ESS to access ESS through your home device rather than the ESS link in the bulletin.

Please note: Annual Transit Cards cannot be suspended. Employees wishing to suspend the Annual Transit Card may change to a different commuter plan or cancel their enrollment.