

## LIAISON MEMORANDUM NUMBER 10-20

**To:** Agency Liaison Officers

**From:** Cindy Rougeou  
Executive Director

**Re:** Member Registration Form 1-1 (ER1)

**Date:** September 29, 2010

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With the implementation of SOLARIS and Employer Self Service (ESS), the procedure for enrolling members is more automated, making the Membership Registration Form (ER1) obsolete as a tool to enroll members in LASERS. As a result, it was removed from LASERS website.

However, a number of agencies use the form to track personnel actions and requested that LASERS continue to make it available. The ER1 form has therefore been returned to our website under Employer Forms. Use of the form is not required and **it should not be returned to LASERS.**

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