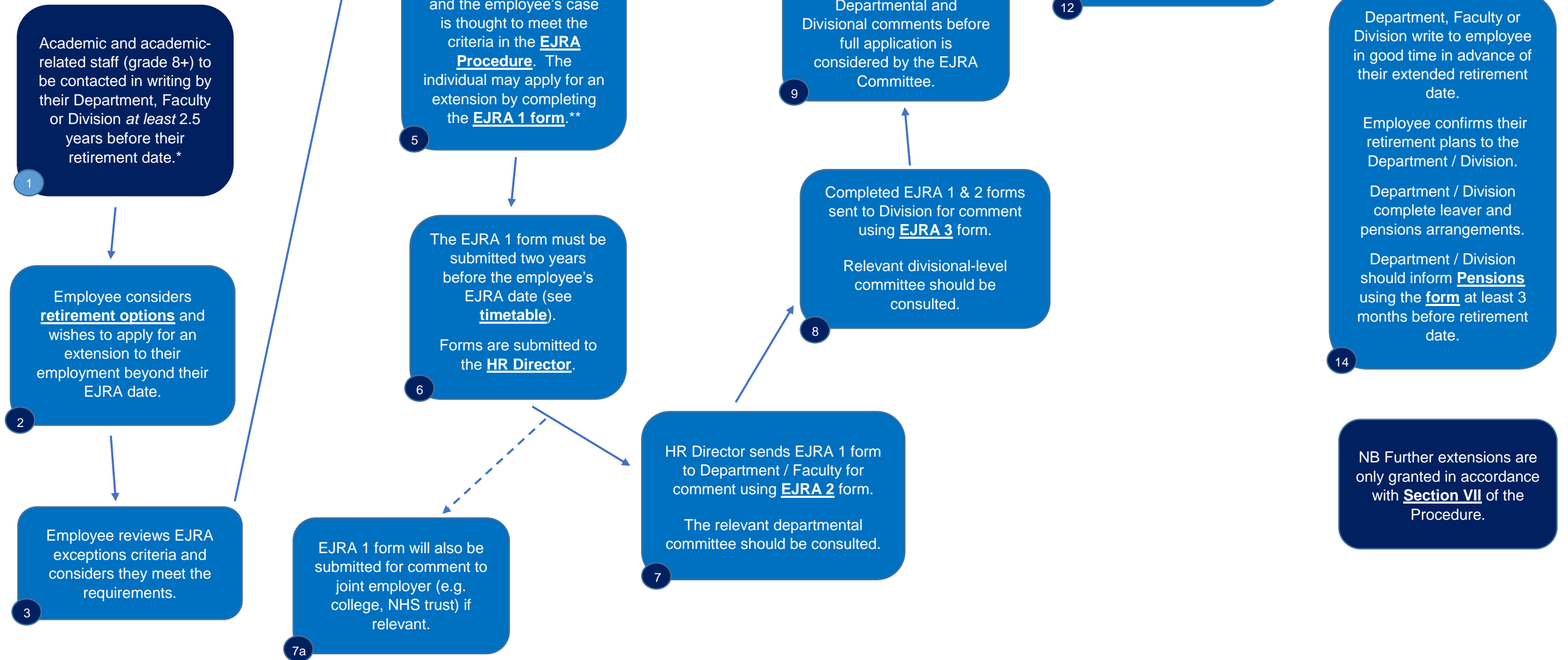


Summary of EJRA Extension Process

from 1 October 2017

Please note that this is a summary of the EJRA process. The full EJRA Procedure is available [here](#).



* Administrators can use the report PERDEP07_Retirement Planning to identify staff nearing retirement age. Please see [here](#) for further details and guidance.

** Administrators must complete the EJRA UDF in CoreHR for all employees who apply for an extension to their EJRA. Please see [here](#) for further details and guidance.