

## SECTION .0400 - CONTESTED CASE PROCEDURES

### 20 NCAC 02A .0401 ESTABLISHMENT OF PROCEDURAL RIGHTS

(a) Article 3 of G.S. 150B establishes contested case procedures for the Retirement Systems Division of the Department of State Treasurer. All correspondence with the Retirement Systems Division shall be addressed to:

Director of the Retirement Systems Division  
Department of State Treasurer  
3200 Atlantic Avenue  
Raleigh, North Carolina 27604.

(b) Informal resolution of a dispute as described in G.S. 150B-22(a) begins when a person calls, writes, or visits the Retirement Systems Division's Member Services section and describes the dispute to a representative.

(c) If the dispute is not resolved during this initial contact, the person may request a review of the Division's decision or action in writing to the Director of the Retirement Systems Division at the address in Paragraph (a) of this Rule.

(d) The Director of the Retirement Systems Division, or the Director's designee, shall issue an agency decision in writing, which shall document the dispute for any contested case under G.S. 150B-22(b) and serve as the "agency decision" for purposes of G.S. 150B-23(f).

*History Note:* Authority G.S. 128-28(g); 135-6(f); 150B-22; 150B-23;  
Eff. February 1, 1976;  
Readopted Eff. September 21, 1977;  
Amended Eff. October 1, 1993;  
Readopted Eff. March 1, 2023.