

# Employer Information Circular

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## Change to REAP Access

The purpose of this employer information circular is to inform County Offices of Education, School Districts, Community Colleges and Charter Schools that, effective immediately, the Remote Employer Access Program (REAP) Statistical Inquiry and Account Identity screens will be available in the Update Mode for all users.

A large percentage of reporting errors result from employers not updating the employee membership election selection prior to reporting contributions. By enabling school districts who have access to the REAP system to make specific statistical and account identity updates, we can eliminate these errors. Update Mode is limited to the two screens mentioned and no contribution detail can be changed using this feature.