Creating Quarterly Form OE1As
OE1As are quarterly forms that must be generated from WinStabs NMR. They are used to report wages earned and time worked to the Railroad Retirement Board by the parent organization (SMART TD). OE1A Reports should be printed quarterly and sent to oe1a@group.smart-union.org or mailed to SMART TD office.

Step 1

Open WinStabs NMR and select “Reports” > “OE1A”.

Step 2

Select the appropriate year and quarter for the form you are creating, then click “Print Report” or “send electronically”. A desktop e-mail client such as outlook is required to send electronically.
WinStabs NMR will then populate the OE1A form on the screen to print. If sending electronically the default e-mail client will open to send the OE1A form to the default TD office e-mail address.
If no salary or lost time was paid in the selected quarter, you will receive a message box stating a form will be generated stating that there were no earnings for the quarter. Click “ok” and a letter will populate to print and send to the SMART TD office.

This form should be sent to the TD office.

If you have any questions on how to prepare your OE1A, please email fieldauditor@group.smart-union.org or call the Field Audit Help Desk at 216-502-7225.