

FEDERAL PLAN MEMBER ADDITIONAL DETAILS

MEMBER BENEFIT INFORMATION

1. What Can You Withdraw From the Plan?

Pursuant to pension standards legislation, contributions and investment earnings become, with exception, “vested” and “locked-in”.

“**Vested**” refers to employer contributions, and investment earnings generated by those contributions, and means that they belong to you.

“**Locked-in**” means that contributions, and investment earnings generated by those contributions, must be used to provide a retirement income. When something is “locked-in”, it cannot be cashed out.

The contributions your employer makes on your behalf, and investment earnings generated by those contributions, are vested as soon as they are made and locked-in after 2 years [OR LESSER PERIOD] of continuous Plan membership. Your contributions, other than additional voluntary contributions (AVCs), (if your Plan allows for it), are vested and locked-in as soon as they are made.

2. What Happens When You Terminate Employment?

When you terminate employment, all contributions will cease and you will be entitled to your vested Plan account balances. You will be provided with a package setting out certain options.

Your options are different depending on whether you terminate employment before or after a “retirement date”. The Plan contains two retirement dates – the “**Normal Retirement Date**” is the date of your 65th birthday, and the “**Early Retirement Date**” is your 55th birthday.

If you do not elect to transfer your vested Plan account balances, other than your AVCs (if your Plan allows for it), a life annuity will be purchased for you. For more information on annuities, please see **Appendix A – Life Annuities**.

Termination Before the Early Retirement Date

If you terminate employment before age 55:

1. You may transfer your vested Plan account balances, other than your AVCs (if your Plan allows for it), to your new employer’s RPP, if that plan accepts such transfers, or to a locked-in retirement savings account (LRSP), a life income fund (LIF) or a registered life income fund (RLIF).
2. You may use your vested Plan account balances, other than your AVCs (if your Plan allows for it), to purchase a deferred or immediate life annuity.
3. You may transfer your AVCs (if your Plan allows for it) to an RRSP or a RRIF, otherwise they will be cashed out to you.

Termination After the Early Retirement Date and Before the Normal Retirement Date

If you terminate employment on or after age 55 and before age 65:

1. You may transfer your vested Plan account balances, other than your AVCs (if your Plan allows for it), to your new employer's RPP, if that plan accepts such transfers, or to an LRSP, a LIF or an RLIF.
2. You may use your vested Plan account balances, other than your AVCs (if your Plan allows for it), to purchase a deferred or immediate life annuity.
3. You may transfer your AVCs (if your Plan allows for it), to an RRSP or a RRIF, otherwise they will be cashed out to you.

Termination After the Normal Retirement Date

If you continue to be employed (and therefore participate in the Plan) beyond age 65, all contributions will cease when you reach age 71. You will then be provided with a package setting out certain options as if you had terminated employment.

1. If you are not yet age 71, you may transfer your vested Plan account balances, other than your AVCs (if your Plan allows for it), to your new employer's RPP, if that plan accepts such transfers, or to an LRSP, a LIF or an RLIF.
2. If you are age 71, you may transfer your vested Plan account balances, other than your AVCs (if your Plan allows for it), to a LIF or an RLIF.
3. You may use your vested Plan account balances, other than your AVCs (if your Plan allows for it), to purchase an immediate life annuity.
4. If you are not yet age 71, you may transfer your AVCs (if your Plan allows for it) to an RRSP or a RRIF, otherwise they will be cashed out to you. If you are age 71, you may transfer your AVCs (if your Plan allows for it), to a RRIF, otherwise they will be cashed out to you.

Who is Your Spouse and Designated Beneficiary?

You "**Spouse**" is a person who is cohabiting with you in a conjugal relationship for a period of at least one year or, if there is no such person, a person who is married to you.

A "**Beneficiary**" is a person that you designate on a form provided to you for that purpose.

You do not need to designate your Spouse in order for your Spouse to have entitlements, unless your Spouse has waived his/her rights or you and your Spouse are living separate and apart.

DEATH BENEFIT INFORMATION

1. What Happens to Your Pension Entitlements When You Die?

The Recipient of the Pre-Retirement Death Benefit

If you die before you terminate employment, or if you die after you terminate employment and before your Plan account balance has been transferred or used to purchase a life annuity, your Plan account balance will be paid out as a death benefit:

1. To your Spouse, if you have a Spouse.
2. To your designated Beneficiary or beneficiaries, if you do not have a Spouse and you have designated a Beneficiary or beneficiaries who survive you.
3. To your estate, if you do not have a Spouse, you have not designated a Beneficiary or beneficiaries, or no designated Beneficiary survives you.

The Form of Pre-Retirement Death Benefit Payment

The death benefit, other than your AVCs (if your Plan allows for it) is payable:

1. If to your Spouse, in cash or transferred, as elected by your Spouse, to an RPP in which your Spouse participates if that plan accepts such transfers, to your Spouse's locked-in RRSP, LIF or RLIF, or used to purchase a life annuity for your Spouse.
2. If to a designated Beneficiary or to your estate, in cash.

Your AVCs (if your Plan allows for it) are payable:

1. If to your Spouse, in cash or transferred, as elected by your Spouse, to an RPP in which your Spouse participates if that plan accepts such transfers, to your Spouse's RRSP or RRIF, or used to purchase a life annuity for your Spouse.
2. If to a designated Beneficiary or to your estate, in cash.

The Post-Retirement Death Benefit

1. If a life annuity is purchased, it will be paid in the form selected from the annuity provider, subject to the requirement that it paid as a "60% joint and survivor" if you have a Spouse who does not waive his or her rights.
2. Upon the purchase of a life annuity, depending on your circumstances, you and your Spouse may decide that you do not wish your life annuity to be paid in the "60% joint and survivor" form. For example, if both you and your Spouse are of similar age, you are both members of an RPP which is likely to generate similar retirement income, and you are both planning to retire at the same time, you may decide that a joint and survivor form of annuity is not warranted. In that case, your Spouse may waive his or her entitlements. For more information on life annuities, please see **Appendix A – Life Annuities**.

UNLOCKING INFORMATION

1. Can Your Pension Entitlements Ever Be Unlocked?

You may receive your vested Plan account balance in cash in certain circumstances.

Small Amount

If you terminate employment and your vested Plan account balance is considered, at that time, to be a "small" amount, subject to the ITA, it is payable to you in cash or you can transfer it to an RRSP or RRIF. A "small" amount is a value of no more than 20% of the YMPE for the year in which you terminate employment.

Shortened Life Expectancy

If a written statement from a qualified medical practitioner is provided to the Administrator that you suffer from a mental or physical illness that is likely to shorten your life, subject to the ITA your vested Plan account balance is payable to you in cash or you can transfer it to an RRSP or RRIF.

Other Unlockings

If you cease to be a Canadian resident after terminating employment, subject to the ITA, your vested Plan account balance is payable to you in cash or you can transfer it to an RRSP or RRIF.

For reference, please visit [Understanding your pension plan - Office of the Superintendent of Financial Institutions](#)