

Destination **Retirement**



**To get the best pension possible,
take the best decisions now.**



You contribute to a retirement plan in the public sector?

Do you know that the decisions you make throughout your career can affect your retirement income?

Your retirement plan, it's more than a deduction of contributions on your salary!

The membership to your pension plan is an integral part of your working conditions and represents an important asset. However, it is up to you to intervene during your active life.



Start on the right foot!

Be well informed!

Start now on the road to retirement!!





For a Good Start: **Begin Planning**

By participating to a public sector pension plan, you have a head start in the financial planning of your retirement. But also, take time to learn about other saving instruments or to meet with a financial planner. The earlier you start, the more time will be in your favour!

We send you by mail a Statement of Participation. This document is a helpful tool for mid and long term retirement planning. It contains the information you need to help you better plan your retirement.

This document, for one, contains detailed information on your contribution to your pension plan for a given calendar year. It also gives information on the benefits to which you will be entitled when you retire or at the end of your participation to your pension plan.



As soon as you start working for an employer participating to one of the pension plans we administer, you join that plan. ➤



Keep on Track with a Buy-Back

A buy-back of service could contribute to the increase of the amount of your pension and, in certain cases, allow you to retire earlier. It could also allow you to benefit from taxation advantages.

A buy-back of service allows, under certain conditions, to have recognized by your pension plan periods of work or absence that occurred throughout your career in the public sector, and this, even if your former employer no longer exists.

You leave work without pay for more than 30 consecutive calendar days? It's up to you to conclude a buy-back of service and your employer can assist you to do so. The later you buy back, the more it will cost you. It is best to request a buy-back as soon as the period of absence ends. As a general rule, if you apply for a buy-back within 6 months following the end of the absence without pay, its cost will be less.

Furthermore, it is important to know that you must pay the buy-back before you retire or before you reach the maximum age of participation to your pension plan.

Among the decisions you will make to reach your retirement objectives, the one regarding the buy-back of service is among the most important.

To quickly estimate the cost of a buy-back, you can use the calculator tool "Buy-Back Cost Estimator" available on our website.



Only married or civilly united spouses are subject to the rules of partition of family patrimony, and this, no matter their matrimonial regime. Common law spouses are not subjected to these rules.

What Happens in the Event of Separation or Divorce under the Public Sector Pension Plans?

The benefits accrued in a pension plan during marriage or civil union are part of the family patrimony. The value of those benefits can therefore be partitioned in the event of legal separation or divorce and it will have an impact on the retirement pension you will receive.

Most of the time, the value of the family patrimony is divided equally between the spouses. However, they can decide that its value will be compensated by other property in order to avoid partitioning. In this way, they attenuate the effects of partition of the value of benefits accrued in the pension plan.

The Statement of Benefits is the only document where you can find the exact value of your pension plan in the context of partition of family patrimony. It also provides the amount of reduction applicable to your pension, if relevant.

What Happens in Case of Disability or Protective Reassignment?

In general, when you're eligible to salary insurance benefits, you do not have to pay contributions to your pension plan for a maximum period of 3 years.

During that period, you are exempt of contributions. This means that the amount of contributions you normally would have paid is credited to your pension plan exactly as if you had paid it. Therefore, your salary, as well as your service is recognized, just as if you had been working.

To be eligible to have your contributions waived, you must be covered by a mandatory salary insurance plan. If you are not covered by such a plan, the period during which you are disabled could have an effect on your retirement pension. In that situation, you can apply for a buy-back for your leave of absence if it lasted more than 30 consecutive days. To be eligible, your buy-back application must be submitted while you contribute to your pension plan, except if you were absent because of disability.

If the absence lasts for 30 consecutive calendar days or less, you will have to pay your contributions to your employer. Therefore, you will not have to buy back service for that period.

Furthermore, a member who's pregnant and receives an income replacement indemnity through protective reassignment under the Act Respecting Occupational Health and Safety is exempt from her pension plan contributions, whether or not she is covered by a mandatory salary insurance plan.

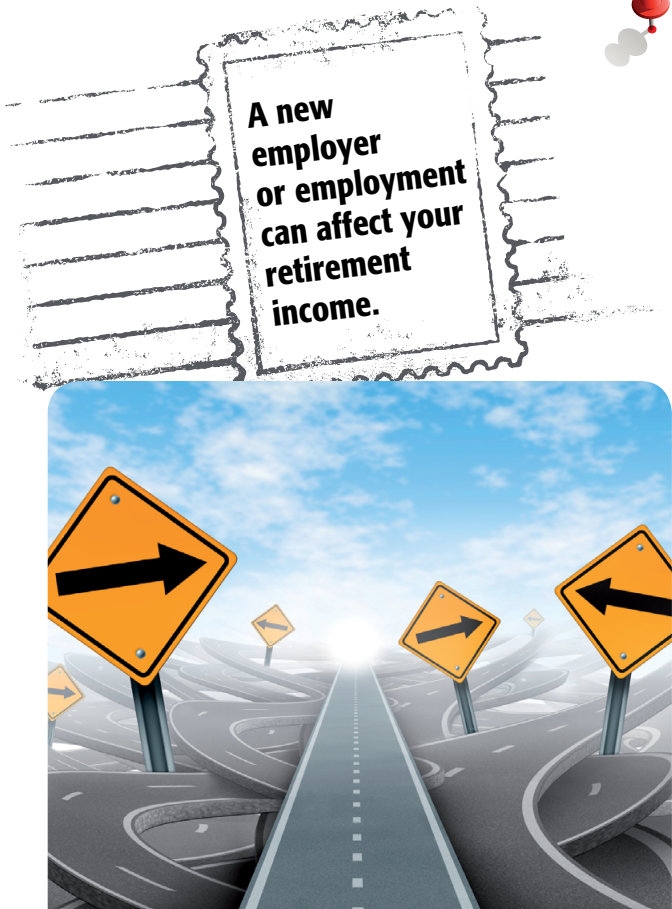


Leaving Your Job?

When you leave your job, several situations are possible, like:

- You work for another employer within the public sector;
- You work for an employer who does not offer a pension plan;
- You work for an employer who offers a pension plan not administered by our organization;
- You do not have a new employer and are not eligible to a pension from a public sector pension plan administered by our organization;
- You are an executive.

Depending on the situation, it could be possible to transfer the amounts accumulated in your pension plan into another plan. In certain cases, your rights could be maintained. Each of these situations must be treated individually and you should seek information from the human resources office at your place of work.



A new employer or employment can affect your retirement income.

Get Ready!



The Countdown has Begun...

Retirement is on the horizon?

It is possible for you to participate to the Retirement Planning Information Session (RPIS) with the consent of your administrator. The RPIS is offered during the day, evening or weekend. It can also be followed online.

Its content could help you make decisions affecting, among other things, your pension income.

The RPIS provides information about the steps you need to take. For instance:

- public sector pension plans
- personal finances
- group insurance and fringe benefits
- legal affairs
- transition to retirement.

It is suggested to participate to the program 5 years before the date of retirement. However, it is possible to contact our organization before that time if you want to participate, in a group, to information sessions designed to meet various needs. Furthermore, you can obtain information on the pension plans during public events to which we participate.

We also offer other services in relation to information and retirement preparation. An employer or organization can request a priced information session of three hours for its personnel or members directly at their work place. Those sessions cover only "pension plans" and are aimed at informing employees about the particulars of their plan by addressing various subjects, of which, membership to a plan, calculation of the pension, buy-back of service, indexation of the pension, progressive retirement, coordination with the Québec Pension Plan (QPP), survivor benefits and payment of the pension.

To register for the RPIS, consult our website.



The RPIS is intended for the members of the public sector pension plans we administer. It is designed to equip them with tools to better prepare their retirement.


On the Dawn of Retirement, Get an Estimate of Your Pension Without Further Delay

You wish to get an estimate of the amount of your pension? Use the tool "Pension Estimator", accessible on our website.

With this tool, you will be able to establish your retirement date, or, consider another approach like phased departure, time management or a reduction program.

If you plan to retire in the coming 4 to 14 months, you can send us a request for pension estimate by completing the form *Application for Pension Estimate* (009A), available on our website, or contact us by phone.

The years before retirement represent a period conducive to reflection and decision making. The reflection you will do and the decisions you will make during that period could have an effect on your future income.





Make the Final Preparations 90 Days Before the Month of Your Retirement

You have made your decision. It is time to fill out, with the help of your employer, the form *Application for a Retirement Pension* (079A) and send it to us at least 90 days before you retire. After examination of your application, we will send you a document describing the choice of benefits offered to you.

At the time when you apply, **the date when your employment relationship was or will be broken must be determined.** The break in employment relationship occurs after a resignation, a layoff, the end of a work contract or the expiration date of a recall list on which your name appears, depending on your collective agreement or work conditions.

Your application for a retirement pension can be cancelled as long as your first payment is not cashed or deposited. Indeed, your pension becomes final and irrevocable when you cash in or deposit your first payment.


You no longer contribute to a public sector pension plan we administer at the time of your retirement?

If you had left the public sector before you retired, you will have to verify your eligibility to benefits. If applicable, you will have to request payment.

When you turn 65, an important change will apply to your pension

Throughout your career, you are entitled to an exemption from contributions to your public sector pension plan on part of your salary because you contribute at the same time to the Québec Pension Plan (QPP).

When you retire, both plans complete each other in the same manner as your contributions. Consequently, the pension you receive under your pension plan is reduced to take into account the pension paid by the QPP. It is called Coordination of your Pension Plan with the QPP. Take the time to get informed on the subject.

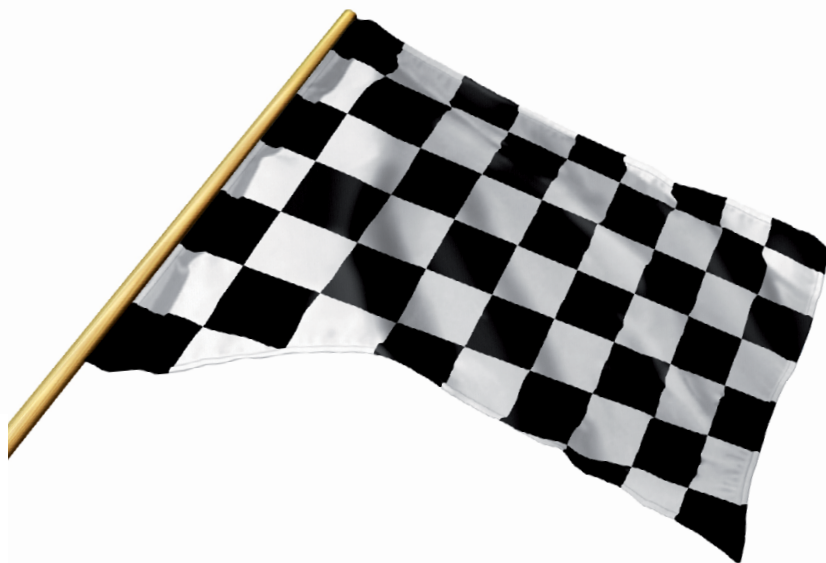


Evaluate the income you will have available when you are retired and make a comparison with the expenses you will have to assume.

It is essential for you to be psychologically and financially ready to embark in this new stage of your life.



You're now at the finish line! Your plan and the steps taken all along your professional journey have allowed you to get the best possible pension. It's yours to enjoy!



Good retirement!

To contact us

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The information contained in this document is of general nature and does not replace the acts and regulations applicable to your pension plan.

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