

Reading your 2019 Staff Pension Plan Annual Statement: For Active and Deferred Members

The UBC Staff Pension Plan (SPP) is required by pension regulations to produce an annual statement for members, which provides a summary of information such as your contributions, benefits and personal data. The following is information to help you read your annual statement:

Personal Information

Please review your statement for any errors in beneficiary information, birth date, contributions, and pensionable service. If any personal information needs to be revised or updated, **please return a copy of your statement with your comments and the information circled to the Pension Administration Office**. Our contact information is provided on your statement. We will respond to member inquiries as quickly as possible.

Your *Early Retirement Date* is the first of the month following your 55th birthday and your *Normal Retirement Date* is the first of the month following your 65th birthday.

Contributions and Pensionable Service

If you are an Active member, your statement will show your total contributions to the Plan as of the beginning and end of 2019 as well as your contributions and interest earned in the year. The contributions that you make to the Plan, as well as the University's contributions, are used to fund the overall Plan. Your contributions do not reflect the value of your pension.

Your years of pensionable service are important as they are used to calculate your SPP basic benefit (Monthly Lifetime Pension) at the time of your retirement. Your statement will show how much pensionable service you accrued (earned) in 2019 as well as a total as of December 31, 2019.

If you are a Deferred member, you will not accrue pensionable service as you are no longer a contributing member of the Plan; however, you will continue to earn interest on your contributions. If you became a Deferred member partway through 2019, any contributions and pensionable service earned will be shown on your statement.

Pension Benefits

If you are **under age 55** and leave UBC or move to an ineligible position within UBC, you are entitled to one of three options:

1. A **monthly lifetime pension** that you may start as early as age 55 and as late as age 71.
2. A **lump sum amount**, which is the contribution refund or the commuted value of your accrued pension, whichever amount is greater at the time of calculation. Please note: Once you turn age 55, this option is only available if you have a small benefit.
3. Defer making a decision on your pension benefits.

If you are **age 55 or over** and leave UBC, retire, or move to an ineligible position within UBC, you are entitled to one of three options:

1. A **monthly lifetime pension** that you may start immediately or defer to as late as age 71.
2. A **monthly lifetime pension with lump sum amount**, which allows you to take a reduced monthly lifetime pension and a lump sum transfer out of the Plan. Only members who have made contributions to the Plan prior to 1993 are eligible for this option.
3. Defer making a decision on your pension benefits.

Important Information

- The monthly pension amount shown on your statement is a snapshot of what your pension would be at age 65 based on your pensionable service and earnings to December 31, 2019. The pension is shown in the normal form, which is a Single Life pension. If you are married at retirement, an adjustment will be made to the pension amount in order for the pension to be paid for your lifetime, and the lifetime of your spouse.
- The lump sum option is not available once you turn age 55, unless you have a small pension at the time of retirement as per the B.C. Pension Benefits Standards Act (PBSA).
- If you elect a lump sum amount, all or part of your pension benefit may be locked-in and eligible for tax-free transfer to a locked-in retirement account (LIRA). You must transfer this part of your benefit to an approved LIRA.



- If you are eligible for special early retirement (SER), your statement will include a section with SER information. For details on SER, please read the **SPP Details: Retirement Ages** information sheet found on the *Plan Guides & Information Sheets* page on the SPP website: staff.pensions.ubc.ca/resources/guides.

For more information, please visit the SPP website and select the *Leaving UBC* page under the Life Events tab.

Beneficiary

Under the B.C. PBSA, your spouse, if you have one, must be named as your primary beneficiary, unless he or she signs a waiver of their survivor benefits.

Definition of Spouse

“Spouse” means a person, regardless of gender, who at the relevant date is,

(a) married to the Member and has not been living separate and apart from the Member for a continuous period longer than two years; or

(b) living with the Member in a marriage-like relationship for a period of at least two years immediately preceding the relevant date.

If you do not have a spouse (or if your spouse has waived their entitlement), you can elect one or more beneficiaries to receive your pension benefits from the SPP. You can name an individual(s), a charity(ies), or your estate as your beneficiary. If you do not name a beneficiary, your estate automatically becomes your beneficiary.

What is a contingent/alternate beneficiary?

A contingent beneficiary receives your pre-retirement death benefit, should both you and your spouse die, or if you are single, both you and your primary beneficiary die, before your pension commencement.

Where can I view my beneficiaries?

All your beneficiaries can be viewed on myPension, which can be accessed using your Campus-Wide Login (CWL) ID from the front page of the SPP website. Alternatively, you may contact the UBC Pension Administration Office by email at spp@hr.ubc.ca to confirm your beneficiary.

myPension

Your annual statement is only a snapshot of your SPP information as of December 31, 2019. For up-to-date information, please visit myPension, which is a customized tool for members of the Plan to access their personal pension information, review their beneficiary(ies), see their pensionable service accruals (if applicable), and have the ability to calculate pension estimates to better understand pension income for retirement planning.

Members can access this tool by logging into msp.ubc.ca, or from the front page of the SPP website using their CWL ID. Visit staff.pensions.ubc.ca/my Pension for information on using myPension.

Why did I not receive an annual statement?

Did you join the Plan in 2020?

Members who joined the Plan in 2020 will receive their first statement in 2021 since statements are calculated as of December 31st of the prior year.

Are you a Deferred Member age 55 or over?

If you are approaching retirement and you would like a retirement package, please email spp@hr.ubc.ca and include your current address and phone number with your request for a retirement package.

** Deferred members are members who are no longer employed at UBC and/or no longer make contributions to the Plan, and have not yet started their pension.*

The information in this document summarizes the main features of the Plan's annual member statements. This document does not create or confer any rights to benefits. Pension plans and the legislation that governs them are complex, so not every detail can be contained in a document such as this. In the event of any discrepancy or misunderstanding, benefits will be administered according to the official Plan documents and the applicable legislation. The Plan may be amended from time to time to keep the benefits in line with the Plan's ability to pay for them.