



PENSION ADMINISTRATION SERVICE FEATURES

- Receive transfer date from existing plans electronically
- Interact with many existing payroll or HR database systems using an upload facility
- Maintain member and dependent details, record employment data, individual contribution records and investment choices. In addition web access passwords are controlled by the HR department
- Link directly to the administrators system thereby reducing the risk of error in transmission or handling of data
- Handle multiple plans in a multi-currency environment and consolidate all pension related records for a company/group
- Allow investments to be made with multiple fund managers within a single plan
- Place responsibility for investing contributions and recording investments for individual members with the Administrator

(contd.)

Pensions & Employee Benefits

Information Provided

- Secure web based access is provided for each employee which enables them to view:
 - General Plan information, such as member booklets, plan rules
 - Contribution history
 - Member statement and valuation
 - Investment options and (via hyperlinks) access fund managers/fund fact sheets, enabling members to view up to date investment information
- Hardcopy statements are provided annually
- In the case of a DC Scheme, provides the member with the information they need to make informed decisions regarding their investment strategy for their pension plan.
- This easy to use facility puts the employer in control of the input data and the communication channels with the member, the administrator and the trustee.