

General Information Leaflet - Group Money Purchase Pension Scheme

The scheme is a defined contribution arrangement. It was approved by HM Revenue and Customs and from 6 April 2006 became a registered pension scheme. Savings are provided by a policy effected with Equitable Life.

Guaranteed Annuity Rates

There are no guaranteed annuity rates under this policy.

Commission

We do not pay commission or loyalty bonuses to Independent Financial Advisers or any other third party.

Pension Advice Allowance

We will pay your financial adviser up to £500 from your savings free from tax, providing certain criteria are met.

Investment choice

Contributions can be invested in any of the pension funds chosen by the scheme trustees to be available to the members, provided you are still in service.

Investment Fund Options

The booklet entitled "A guide to how we manage our unit linked funds" describes the funds available. The pension scheme trustees determine from the available funds which ones they allow their scheme members to invest in.

Guaranteed Minimum Pension (GMP)

There is no GMP liability under this policy, or any other safeguarded rights.

Loyalty Bonus

We do not pay these types of bonus.

Terminal Bonus

We do not pay terminal bonus. However, we do allocate an amount of final bonus which is only known at the point of termination.

ORIGO Options Pension Transfer

We do not currently support this.

Waiver of Contribution

The policy does not contain a waiver of contribution benefit.

Members Over Age 75

No contributions may be paid after your 75th birthday.

This information is based on our understanding of current legislation and HM Revenue and Customs regulations, as at the date of production.

Retirement

Minimum Retirement Age

This is age 55, unless you have a protected minimum retirement age. There is no upper age limit for taking retirement savings.

Ill Health

You may be able to take your retirement savings before age 55 where you are incapable of carrying out your occupation.

Retirement Options

- Take some or all of your retirement savings as cash. A quarter of each amount taken is tax free and the rest taxed at your marginal rate.
- Transfer your retirement savings to another company. You must do this if you want to use your retirement savings for income drawdown, as we do not offer flexi-access drawdown. We send your whole fund to your chosen provider and they pay your tax free cash. It is possible to do a partial transfer from your Money Purchase Plan.
- Use your retirement savings to buy an annuity on the open market. We pay your tax free cash and send the rest to your chosen company to buy an annuity.

Pension Commencement Lump Sum (PCLS)

You can usually take up to 25% of your retirement savings as a tax free cash lump sum, also known as PCLS. If you are entitled to more than 25%, this will be shown on the Policy Specific Sheet that will be issued under separate cover.

Death Benefits

If you die before retirement savings are taken, the fund is payable as either a lump sum or a pension. If you die after age 75, any death benefits become subject to tax. The trustees will be responsible for deducting any tax.

With-profits Information

IMPORTANT MESSAGE ABOUT YOUR RETIREMENT SAVINGS

We have announced what we believe is good news regarding the future value of your with-profits savings with Equitable. Information about the proposal can be found at www.equitable.co.uk

You should think carefully before taking your savings. If you take your with-profits savings before we implement our proposals in 2019, you would lose the opportunity of having your fund value enhanced.

With-profits Values

With-profits policies have a guaranteed value which is the minimum amount payable on retirement, maturity, death or at a time specified in the policy. Your policy document sets down exactly when the guarantee applies. Most with-profits pension policies taken out before 1 July 1996 provide a guaranteed investment return of 3.5% pa. Your statement of value will confirm if this applies. This increases the guaranteed benefit over time.

If you take your investments at a time when the guarantee applies, we work out the amount we pay by looking at:

- your policy value, which depends on the type of policy you have, the amount of premiums you have paid and when you paid them, the investment returns on the fund, the costs and charges, and any other profits and losses from the Society's business; plus
- an amount which represents the share of capital that has been allocated to your policy and is payable when your policy is paid out.

We compare the total of these two parts with the guaranteed value and pay the larger figure.

If you take your investments at a time when the guarantee does not apply, a transfer value is payable. This is calculated as the total of the policy value and the share of capital described above. Depending on the Society's financial circumstances at the time of transfer, this value may be reduced by a financial adjustment. Currently, the financial adjustment is nil (0%). Transfer values can go down as well as up.

Further details on the with-profits fund including the asset mix can be found on the website in the Principles and Practices of Financial Management. Our with-profits funds are managed by Black Rock Investment Management (UK) Ltd.

Switching Funds

A facility to switch between funds is available (if the trustees allow the members a choice of investment options).

There is no charge for switching funds. We reserve the right to deduct a charge in future without notice.

On switching from with-profits to unit-linked, the with-profits benefits are reduced by the financial adjustment, currently nil. There is no restriction on the number of funds you can invest in.

Any guarantees will no longer apply to any funds switched out of the with-profits fund.

Contributions to With-profits

If with-profits contributions are not made in accordance with the policy terms and conditions, no further contributions to purchase with-profits benefits will be accepted. The main condition is that a contribution must be invested in the with-profits fund at least once in each policy year.

Annual Charges

With-profits funds - 1.5%. These annual charge rates are not guaranteed.

There are no additional charges or penalties for ceasing, amending or restarting contributions.

Further details can be found on our website in "A guide to how we manage the with-profits fund".

Unit-linked Information

Unit-linked Values

When you take your investments, the amount will be worked out using unit prices applicable at that time and will be based on premiums paid up to that date. Unit prices can go down as well as up.

Unit-linked funds are managed by Aberdeen Standard Investments.

Switching Funds

A facility to switch between funds is available (if the trustees allow the members a choice of investment options).

There is no charge for switching funds. We reserve the right to deduct a charge in future without notice.

Unit-linked funds cannot be switched into with-profits if future contributions to with-profits cannot be accepted (see 'Contributions to With-profits').

There are 11 unit-linked funds, and there is no restriction on the number of funds you can invest in.

Contributions to Unit-linked

Contributions to purchase unit-linked benefits can be started or stopped at any time.

Annual Charges and Citicodes

Unit-linked funds - 0.5%, 0.75% or 1% depending on the fund. These annual charge rates are not guaranteed.

There are no additional charges or penalties for ceasing, amending or restarting contributions.

Equitable Fund Name	AMC	Citicode	Underlying Investment Name
European Pension	0.75%	EU33	AAM European Equity Enhanced Index
Far Eastern Pension	0.75%	EU19	AAM Asia Pacific Enhanced Index
Fund of Investment Trusts Pension	0.75%	EU20	HIFML Fund of Investment Trusts
Gilt & Fixed Interest Pension	0.50%	EU21	Aberdeen Sterling Government Bond
International Pension	0.75%	EU31	AAM World Equity Enhanced Index
Managed Pension	0.75%	EU23	Various
Money Pension	0.50%	EU41	Aberdeen Global Liquidity Fund Plc
North American Pension	0.75%	EU25	AAM US Equity Enhanced Index
Pelican Pension	0.75%	EU26	AAM UK Equity Enhanced Index
Property Pension	1%	EU27	Aberdeen Property Trust
UK FTSE All Share Tracker Pension	0.50%	EU96	HIFML UK FTSE All Share Index Tracking Fund

Further details can be found on our website in "A guide to how we manage our unit-linked funds". This guide is available on our website which also includes unit-linked fund prices, performance and factsheets.

Clerical Medical Values

If you have funds invested in Clerical Medical with-profits, do refer to their website for more information (www.clericalmedical.co.uk). A financial adjustment may apply if transferring to re-invest benefits from the Clerical Medical with-profits fund. The rate applicable varies depending on date of investment of contributions into the fund. (Please note: The Clerical Medical with-profits fund will be closing but as yet no closure date is known).