



Help Your Summer Students

At this time of the year, you may be submitting *Notice of Termination forms* for summer students. There is a legislative requirement to submit these forms within 15 days after the employee has terminated. Submitting within that time frame allows PEPP to process the terminations and provide termination option letters to employees in a timely manner. Termination option letters outline a member's options regarding their PEPP account balance.

Pension Issues may be Costly

Enrolment errors can be costly to employers. Failing to inform employees about their option to join the Plan may result in paying claims to employees for lost contributions and investment earning potential.

Participation in PEPP is mandatory for all permanent employees (of participating employers). While non-permanent employees have the option to join the Plan, they must have that option at the time of hire. Please inform new employees about this when you offer them the position – you may also wish to include this in their letter of offer.

Please note: Some participating employers require all employees to join PEPP as a condition of employment, regardless if they are permanent or non-permanent.

Coming Soon...

Based on comments from employers and other parties we have decided to make changes to the disability contribution process and the enrolment process. The Customer Focus Coordinators (CFCs) will be contacting you with more information regarding these new processes.

The **Employer Bulletin** is published as a service for the employers of PEPP. For further information or clarification, contact PEPP's Customer Focus Coordinators:

Phone: 787-5442 (ask to speak to a Customer Focus Coordinator)

Toll free: 1-877-275-7377

E-mail: cfc.pepp@peba.gov.sk.ca

This bulletin provides general information about the Public Employees Pension Plan (PEPP) and its operation. It does not replace or supersede the legislation governing the Plan. Plan processes and procedures are subject to change over time.

Please retain this PEPP Employer Bulletin for your reference.