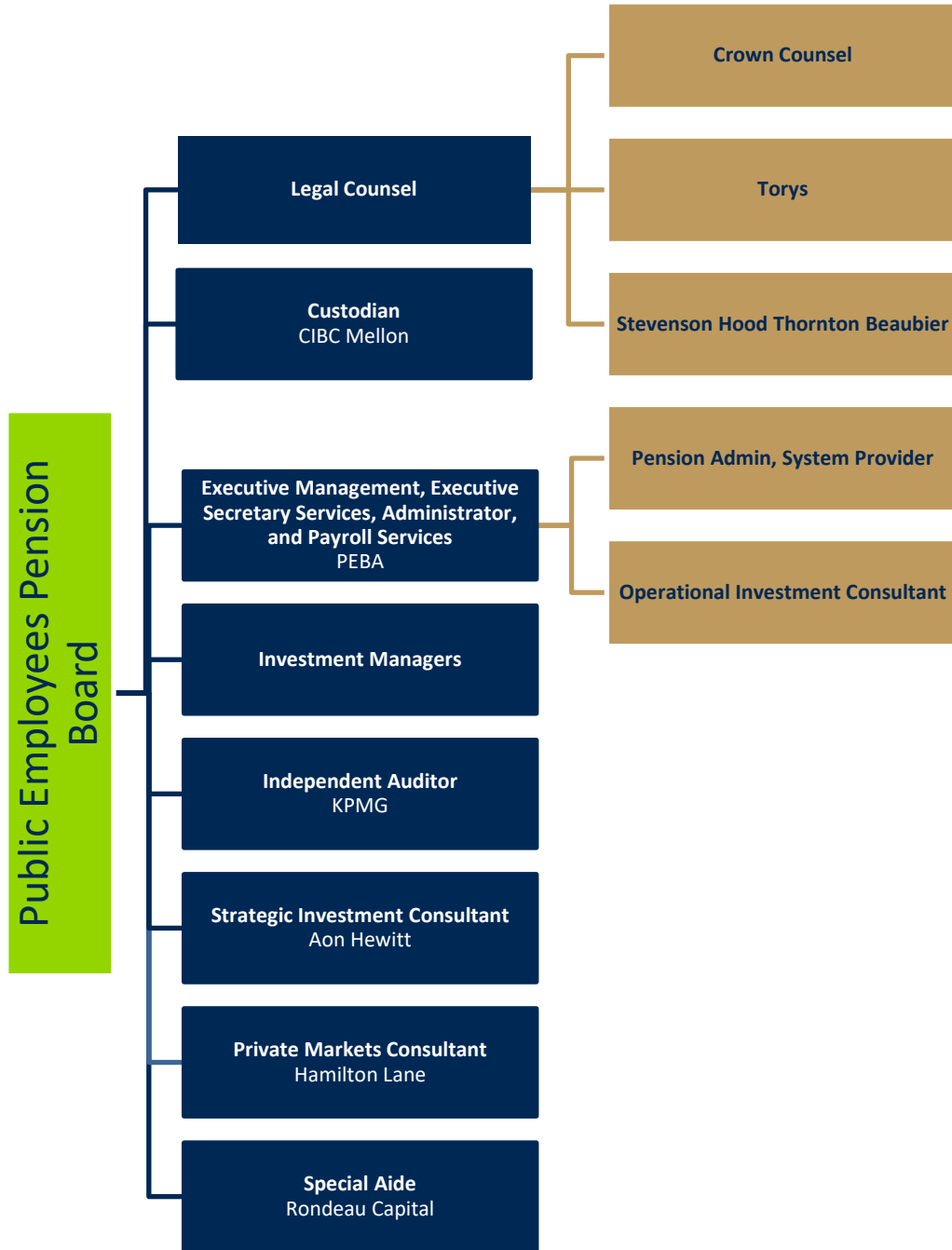


# I. Mandate and Roles

## Section 3 – Organizational Chart of Plan’s Administration

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### 3.01 Reporting Structure



- PEBA provides executive management, executive secretary services, plan administration, investment services, client relations, plan accounting, record keeping, legislative/tax services and research services.
- The Ministry of Justice provides advice on legal matters and draft plan amendments. Stevenson Hood Thornton Beaubier LLP and Torys LLP also provide legal advice.
- KPMG provides financial audit reports to the Board and the Provincial Auditor.
- Aon Hewitt Inc. provides strategic investment consulting services to the Board.
- Hamilton Lane Advisors LLC provides private markets consulting services to the Board.
- Rondeau Capital Inc. provides the Special Aide to the Board. The Special Aide assists the Board in the oversight of investment service providers.
- Investment managers provide management of investments in compliance with SIP&G, transaction reports and performance analysis of managed assets. A list of current Investment Managers is available in the most recent Investment Monitoring report,
- CIBC Mellon provides custody of assets, settlement of investment transactions, and SIP&G compliance monitoring.
- Contracts are set as per the Acquisition and Retention of Services Policy (Section 8 of this document).
- Dates when contracts are due to be reviewed or tendered can be found in Section 8 of the Periodic Checklist. The Periodic Checklist is reported to the Board twice per year, usually in November and May.

**3.02 History**

Approval date:	June 27, 2005; June 27, 2007; September 23, 2009; October 27, 2010; November 23, 2011; November 28, 2012; October 23, 2013; and May 27, 2020
Last review:	May 27, 2020
Next scheduled review:	November 2021