

# FIDELITY'S OCCUPATIONAL PENSION PLAN

Pension scheme set up by the company under trust



## DEFINED CONTRIBUTIONS

Fidelity is a leading provider of corporate defined contribution (DC) services – in the UK alone more than 350 pension plans currently trust us with £4 billion worth of assets. As part of Fidelity's ongoing commitment to the DC market, we support DC occupational pension plans including Contracted-In and Contracted-Out Money Purchase Schemes (CIMP and COMP).

Our Occupational pension plans provide a number of key benefits:

- Wide range of funds available – including Fidelity funds and a range of industry leading third party funds
- Added value services such as dedicated client support, streamlined enrolment and a full range of communication options
- Members benefit from an extensive range of support material

FOR PROFESSIONAL INVESTORS ONLY



# WHAT DOES FIDELITY OFFER?

We offer a number of different options:

- Contracted in Money Purchase (CIMP) schemes which are contracted in to the State Second Pension (S2P)
- Contracted Out Money Purchase (COMP) schemes which are contracted out of the S2P on a protected rights basis

We are also able to manage occupational scheme assets on an investment-only basis.

## TRUST SERVICE

There is no need for you to change your existing Trust Deed because Fidelity can accommodate existing plan documentation.

## WIDE RANGE OF FUNDS

Investment choice is one of the most important features of any DC plan. In our experience, the most successful plans offer choices that cover employees' time horizons, investment styles, and views on risk. At the same time, they must be simple enough to communicate and enable employees to invest according to their needs.

Through our DC Fund Platform, we offer a wide range of funds, managed by Fidelity as well as a number of external providers, from which you can create your own investment menu to suit you and your employees. For a list of funds available, see our DC Fund Platform sheet.



# CLIENT SERVICES

Our experience of dealing with a wide variety of companies in different situations enables us to lift the burden of administration from you. We can manage all aspects of your plan in-house. This means we can carefully control the delivery of all the elements that lead to the smooth running of your plan.

## ADMINISTRATION

We offer an automated and efficient administration system capable of fully supporting the requirements of occupational plans. Key features include:

- Maintenance of member records
- Daily valuation and processing
- Automated processing of new joiners, contributions, investment instructions and withdrawals
- Provision of regular account statements
- Easy access to information for plan sponsors and members
- Online switching and retirement modelling facilities
- Provision of illustrations and projections

## ROBUST INVESTMENT ADMINISTRATION FRAMEWORK

The funds offered are supported by a well-established investment administration structure:

- Daily dealing is offered on all funds
- Our unified dealing platform means members only need to give one set of instructions to deal in Fidelity's funds and non-Fidelity funds
- Switches are managed to ensure members' money is moved between funds quickly and efficiently, reducing 'out-of-market' time
- We leverage the expertise of FundsNetwork, one of the UK's leading online fund supermarkets

## DEDICATED IMPLEMENTATION MANAGER

Setting up a new plan or changing pension provider can be a daunting proposition, so a dedicated implementation manager will work with you to ensure the smooth set-up of a plan. The implementation manager will meet with you and your consultant to establish your service requirements, highlight any potential issues and prepare an implementation plan that meets your timeframe.

## DEDICATED RELATIONSHIP DIRECTOR

A dedicated Relationship Director is appointed for each plan who will provide comprehensive reporting services. Our Relationship Directors have on average over 10 years' pension industry experience. You will benefit from:

- Regular meetings
- Quarterly Investment Reviews
- Regular Administration Reports
- Regular DC Communicator newsletter

## ACCESS TO PLANVIEWER

PlanViewer, Fidelity's DC website, offers a comprehensive range of functionality allowing you 24-hour access to all aspects of your DC plan. You can access daily updated information about your plan, monitor member activity, enrol new members, generate reports for audit purposes and request specialist reports not available via the web interface.

# EMPLOYEE COMMUNICATIONS

When you set up a DC plan, you put your employees in the 'driving seat' as they look ahead to retirement. If you provide them with clear and accessible communications, it will aid their understanding and help them make the most of their opportunity. We enable you to offer your employees education for a lifetime, with programmes that guide them from the enrolment stage right through to retirement.

## PRINTED MATERIALS

- **Plan booklet:** bespoke booklet tailored to you including plan information and incorporating your company logo.
- **Plan information and enrolment forms.**
- **Fund factsheets:** available for each fund, including details on the fund manager, investment style, risk profile and charges.
- **Topical factsheets:** a full range including 'Advantages of investing regularly', 'Tax relief on pensions' and 'What type of investor are you?'.
- **Posters and flyers:** to use in your offices to raise awareness and encourage saving for retirement.
- **Retirement Matters newsletter:** covering pension industry news and educational pieces.
- **Performance statements:** detailing information relating to the range of funds available to members.
- **Benefit statements:** produced annually and available online, summarising the total pension benefits relating to the member.

## FACE-TO-FACE AND ONLINE PRESENTATIONS

- These form a key part of the communication and education programme. Presentations are co-ordinated and led by one of our communication specialists.
- We provide 'train the trainer' workshops, with supporting presentational slides and notes, allowing HR teams to deliver the pensions message throughout the organisation.
- A range of Technology Enhanced Learning tools are also available online including live webcasts, recorded presentations and pension tutorials.

## PENSIONS SERVICE CENTRE

We have a dedicated member telephone helpline that can provide plan information to members as well as the ability to switch investments over the phone.

## PLANVIEWER

PlanViewer offers members a comprehensive range of functionality to enable them 24-hour access to their pension. Members can switch funds online, update personal details and generate a benefit statement, between any two dates, incorporating their personal rate of investment return. PlanViewer also provides access to useful planning tools such as:

- **What type of investor are you?:** Helps members establish their preferred investment style - cautious, balanced, growth or aggressive.
- **MyPlan:** An intuitive tool that helps members establish whether their retirement planning is on track and, if not, what they can do about it.
- **Retirement Planner:** This tool takes a more detailed look at a member's potential retirement outgoings and projected income in order to highlight any shortfall.

If you would like further information about Fidelity's occupational plan or any other DC service, please contact Julian Webb on 020 7961 4421 or email him at [julian.webb@fil.com](mailto:julian.webb@fil.com)

