

Highlights

- LAPP is a defined benefit pension plan. This means the pension benefit is defined by a formula that uses your average pensionable earnings, age, and years of service.
- There is no probation or waiting period.
- Investment decisions are made by the plan and not by you.
- The plan pays a pension benefit for your lifetime after retirement.

Enrolling in LAPP

It is important to note that once you enroll in LAPP; you must remain in the pension plan unless you terminate employment, retire or move to a pension ineligible position.

- **Mandatory**
Participation is mandatory for full time or part time employees regularly scheduled to work an average of 30 hours per week or more over a complete shift cycle. You are automatically enrolled for LAPP deductions by AHS payroll.
- **Optional**
Participation is optional for other regular part time employees and temporary employees based on the following:
Part time employees regularly scheduled to work an average of 14 hours to less than 30 hours per week over a complete shift cycle.
Temporary employees (who have a predetermined employment end date and no eligible full-time or part-time position to return to when temporary position ends) where,
 - The duration of employment is six months or greater, **and**
 - Regularly scheduled to work an average of 30 hours per week or more over a complete shift cycle.

Important Information: You are not automatically enrolled under optional membership and must complete and submit the “**LAPP Optional Enrolment Form**” found on “Insite” AHS’ internal website to HR Shared Services.

Employees and Employers Pay for LAPP

You and AHS pay contributions for your participation in LAPP. The contributions are based on pensionable earnings below and above the Year’s Maximum Pensionable Earnings (YMPE).

2016 Contribution Rates	Up to YMPE*	Above YMPE to Salary Cap**
Member rate on earnings	10.39%	14.84%
Employer rate on earnings	11.39%	15.84%

* YMPE refers to the Year’s Maximum Pensionable Earnings level determined by the Canada Pension Plan annually. The 2016 YMPE is \$54,900.00.

** Salary Cap is the maximum salary upon which the defined benefit limit is based as set by the Income Tax Act Canada. The 2016 Salary Cap is \$160,970.00.

Contribution Examples	Annual Pensionable Salary	
	\$40,000	\$80,000
Employee Contribution		
On pensionable salary up to YMPE	\$ 4,156.00	\$ 5,704.11
On pensionable salary above YMPE	n/a	3,724.84
Total Annual Employee Contribution	<u>\$ 4,156.00</u>	<u>\$ 9,428.94</u>
Employer Contribution		
On pensionable salary up to YMPE	\$ 4,556.00	\$ 6,253.11
On pensionable salary above YMPE	n/a	3,975.84
Total Annual Employer Contribution	<u>\$ 4,556.00</u>	<u>\$10,228.95</u>

Increasing Pensionable Service

- If you were previously in LAPP and left your pension in the plan, your former LAPP pensionable funds and service will automatically be added to your new LAPP pensionable funds and service.
- If you have pensionable time with a previous employer, you may be able to purchase that service in LAPP.
- If you are a new LAPP member with pension entitlement in a different pension plan that has a transfer agreement with LAPP, you may be eligible to transfer those entitlements to LAPP.

For more information go to the LAPP website www.lapp.ca and refer to the “How Can You Increase Your Benefit?” section in the LAPP Member Handbook.

Retirement or Termination of Membership

- You may receive a LAPP pension at age 55 or older after you have at least two years of LAPP membership.
- If termination from LAPP occurs with two years or more of LAPP membership and you are not 55 years of age, you may take the lump sum settlement or leave your benefit in LAPP and wait until you are at least age 55 to apply to draw your pension.
- If termination from LAPP occurs with less than two years of LAPP membership, your personal contributions and interest may be refunded or transferred to your personal RRSP. Employer contributions are not refunded.

Contact Information After You Have Your Employee ID

Alberta Health Services

- HR Contact Centre – Phone 1-877-511-4455 or email hrcontactcentre@ahs.ca
- Go to the AHS internal website “Insite” ([Home > Our Teams / Departments > Human Resources > Pay & Benefits > Benefits and Pension > Pension Plan \(LAPP\)](#))

Local Authorities Pension Plan

- Member Services – Phone 1-877-649-5277 or email memberservices@lapp.ca
- Website – www.lapp.ca – You can sign up for mypensionplan here after you become a member.