

A guide to Sainsbury's Pension Schemes

	How do the schemes work?	How do colleagues join?	What's the contribution rate?	Can a colleague make any additional savings?	How do colleagues receive Benefit Statements?
Stakeholder Plan	<p>Defined Contribution Scheme</p> <p>Benefits are based on accumulated contributions and investment growth. At retirement the fund is used to buy an annuity (another name for a pension). The level of the benefit depends on investment returns actually achieved and annuity rates at retirement</p> <p>The Plan is open to all permanent and temporary colleagues, both full-time and part-time, up to grade C5/5S</p> <p>Administered by Legal & General 0845 302 0323</p>	<p>All new colleagues should receive a Stakeholder guide and view the "So who needs a Pension" DVD at their induction</p> <p>Colleagues can contact Legal & General on 0845 302 0323 for the information pack/application form. The pack can also be requested via www.jspensions.com</p> <p>The completed application form should be returned to the HRM for processing (not to Legal & General)</p> <p>The pension indicator on EPICS is changed to start contributions. Email payroll if colleague wishes to contribute more than 4%</p>	<p>Colleagues can choose to contribute 4%, 5%, or 6% of their pensionable earnings</p> <p>The Company matches colleagues contributions up to 6% of pensionable earnings</p> <p>Colleagues can contribute above 6% but the Company will only pay a maximum of 6%</p>	<p>Colleagues can contribute above 6% but the Company will only match to a maximum of 6%. Colleagues should complete a "SMART Stakeholder existing members" form</p> <p>Email payroll with colleagues revised contribution rate</p>	<p>Annual Benefit Statements are sent to members by Legal & General in May</p> <p>Colleagues can request Statements in the meantime by calling Legal & General on 0845 302 0323 or via the "Manage your Account" online service. This can be found on www.jspensions.com</p>
The Self Invested Pension Plan (SIPP)	<p>Defined Contribution Scheme</p> <p>Benefits are based on accumulated contributions and investment growth. At retirement the fund is used to buy an annuity (another name for a pension). The level of the benefit depends on investment returns actually achieved and annuity rates at retirement</p> <p>The Plan is open to all permanent and temporary colleagues, both full-time and part-time, at grade C6/6S and above only</p> <p>Administered by Legal & General 0845 302 0323</p>	<p>All new C6/S6 colleagues should receive a JS SIPP guide</p> <p>C6 /S6 Colleagues can visit the JS Pensions website for further information on the JS SIPP</p> <p>Application to join the SIPP is completed online only via www.jspensions.com</p>	<p>Colleagues contribute 5% of pensionable earnings</p> <p>Company contributes 12.5% to the plan</p> <p>Colleagues can contribute above 5 % but the Company contribution does not increase i.e maximum of 12.5%</p>	<p>Colleagues can choose to contribute above 5% when they complete the online application to join</p> <p>After a colleague has joined the SIPP they can change their contribution above 5 % however the Company contribution does not increase i.e maximum of 12.5%. Colleagues must complete "SMART SIPP existing members" Form</p> <p>Email payroll with colleagues revised contribution rate</p>	<p>Annual Benefit Statements are sent to colleagues by Legal & General in May</p> <p>Colleagues can request Statements in the meantime by calling Legal & General on 0845 302 0323 or via the "Manage your Account" online service. This can be found on www.jspensions.com</p>
Final Salary & Career Average Schemes	<p>Defined Benefit Scheme</p> <p>Benefits are based on a pre-defined formula, that takes into account the member's final / average salary and their length of qualifying service</p> <p>The J Sainsbury Pension and Death Benefit Scheme closed to new colleagues on 31st January 2002</p>	<p>The J Sainsbury Pension and Death Benefit Scheme closed to new entrants on 31st January 2002</p>	<p>Final Salary Scheme Member contributes 10% of pensionable earnings (Exec scheme Senior Mgrs and DDs pay 12%)</p> <p>Career Average Scheme Member contributes 7% of pensionable earnings (Exec scheme Senior Mgrs and DDs pay 9%)</p> <p>The balance of the cost of providing Scheme benefits is met by Sainsbury's</p>	<p>From the end of Period 6 2006 all contributions ceased to existing AVC accounts under the J Sainsbury Pension and Death Benefit Scheme</p> <p>If a colleague wishes to make Additional Voluntary Contributions one option is to do so via the Stakeholder Plan</p> <p>Call Legal & General and request an Application Pack for Additional Voluntary Contributions only 0845 302 0323</p>	<p>Annual Benefit Statements are issued to all active colleagues in September together with the scheme Annual Funding Statement</p> <p>Colleagues can also view their statements by visiting www.jspensions.com. If colleagues do not know their unique password they should contact the Pensions Department, Pensions@sainsburys.co.uk</p>
Cash Balance	<p>Defined Benefit Scheme</p> <p>Benefits are based on accumulated value of Retirement Account. The Retirement Account increases annually in line with the Retail Price Index (RPI). An annuity will provide an income at retirement (at market rates).</p> <p>The J Sainsbury Pension and Death Benefit Scheme closed to new colleagues on 31st January 2002</p>	<p>The J Sainsbury Pension and Death Benefit Scheme closed to new entrants on 31st January 2002</p>	<p>Members contribute 4.25% of pensionable pay</p> <p>The Company will pay the balance of the cost so that the total credit each year is equal to 14% of members pensionable earnings</p>	<p>From the end of Period 6 2006 all contributions ceased to existing AVC accounts under The J Sainsbury Pension and Death Benefit Scheme</p> <p>If a colleagues wishes to make Additional Voluntary Contributions one option is to do so via the Stakeholder Plan</p> <p>Call Legal & General and request an Application Pack for Additional Voluntary Contributions only 0845 302 0323</p>	<p>Annual Benefit Statements are issued to all active colleagues in September together with a scheme Annual Funding Statement</p>

For further information please visit www.JSPensions.com or email Pensions@sainsburys.co.uk

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	What happens when a colleague Leaves?	What happens when a colleague retires?	What happens if a colleague retires early due to ill health?	What happens if a colleague dies in service?	Who do I contact for more advice?
Stakeholder Plan	<p>Process colleague as a leaver on the system</p> <p>Colleagues can continue to contribute to the Plan but Sainsbury's contribution and life cover will cease. The fund will continue to be invested in their name, until they draw their benefits or transfer the fund to another pension arrangement</p> <p>Legal & General will write to colleagues once Sainsbury's cease contributions</p>	<p>Colleagues can investigate drawing their pension at any age between 50 and 75 (from 2010 the minimum age will be 55)</p> <p>Colleagues can draw their pension and continue working for Sainsbury's. Contributions will continue unless the pension indicator is changed on system</p> <p>If a colleague continues to work for the Company they can contribute to a <u>new</u> policy if they wish</p>	<p>Colleagues who become seriously ill must notify Legal & General on 0845 302 0323</p>	<p>A Tax-free lump sum, 4 times annual pensionable salary is provided via the Sainsbury's Pensions Department not Legal & General</p> <p>Follow the Death in Service HR Checklist on Connect. See Final Salary section below re; Ex gratia 4 weeks pay.</p> <p>Legal & General fund will also provide a dependents benefit. Notify Legal & General on 0845 302 0323 and provide next of kin details</p>	<p>Legal & General 0845 302 0323</p> <p>Legal & General Assurance Society Legal & General House Kingswood Tadworth Surrey, KT20 6EU</p>
The Self Invested Pension Plan (SIPP)	<p>Process colleague as a leaver on the system</p> <p>Colleagues can continue to contribute to the Plan but Sainsbury's contribution and life cover will cease. The SIPP fund will continue to be invested in their name, until they draw their benefits or transfer the fund to another pension arrangement</p> <p>Legal & General will write to colleagues once Sainsbury's cease contributions</p>	<p>Colleagues can investigate drawing their pension at any age between 50 and 75 (from 2010 the minimum age will be 55)</p> <p>Colleagues can draw their pension and continue working. Contributions will continue unless the pension indicator is changed on the system</p> <p>If a colleague continues to work for the Company they can contribute to a <u>new</u> policy if they wish</p>	<p>Colleagues who become seriously ill must notify Legal & General on 0845 302 0323</p> <p>Long-term disability insurance (LTDI) is provided for SIPP members. Cover will cease if employment or membership is terminated. All queries should be directed to HR Administration on 0207 695 8000</p>	<p>A Tax-free lump sum, 4 times annual pensionable salary is provided via the Sainsbury's Pensions Department not Legal & General</p> <p>Follow the Death in Service HR Checklist on Connect. See Final Salary section below re; Ex gratia 4 weeks pay.</p> <p>Legal & General fund will also provide a dependents benefit. Notify Legal & General on 0845 302 0323 and provide details of next of kin</p>	<p>Legal & General 0845 302 0323</p> <p>Legal & General Assurance Society Legal & General House Kingswood Tadworth Surrey, KT20 6EU</p>
Final Salary & Career Average Schemes	<p>Process colleague as a leaver on the system</p> <p>Colleagues may leave their benefits in the Scheme as a Deferred Pension, or transfer the value of their benefits out of the Scheme to another Pension provider</p> <p>The Pensions' Department will write to leavers within 2 months of leaving the Scheme outlining their pension options</p>	<p>Normal Retirement Age is <u>65</u> for both male & female colleagues. Colleagues can investigate drawing pension at any age between 50 and 75 (from 2010 the minimum age will be 55)</p> <p>Colleagues with less than 40 years service, can draw their pension and continue working for the Company they are only required to give <u>4</u> weeks notice.</p> <p>Notify Pensions Department if a colleague wishes to draw their pension. If a colleague continues to work for the Company – EPICS must be amended to stop contributions at the <u>end</u> of a period</p> <p>If a member has over 40 years service please contact the Pensions Department</p>	<p>HRM and Zone HR should review the case, check eligibility and rule out redeployment or rehabilitation</p> <p>As well as requiring consent, a colleague must meet the Scheme's ill-health conditions. Medical evidence will be required to support an application and ongoing eligibility. Please call the Pensions Department for further information</p> <p>If an ill-health pension is granted it will be based on: Pensionable Service to date; plus half potential service to age 65 (subject to a maximum of 40 years). There is no reduction for early payment</p> <p>If a colleague is "Medically Dismissed" they can also take an early pension if they are over 50 (from 2010 the minimum age will be 55). The pension will be reduced due to payment before Normal Retirement Age</p>	<p>A Tax-free lump sum 4 times final pensionable salary is payable</p> <p>Follow the Death in Service HR Checklist on Connect. The Ex gratia 4 weeks pay is paid via Global Expense and should only be accounted for under the Death in Service heading. <u>No</u> other expense should be credited in this section i.e. A Spouses pension equal to half of member's pension calculated on Pensionable Service to the date of death plus half potential service to age 65 is payable</p> <p>A Child's Allowance for up to 2 dependent children, if under 21 and in full-time education, is payable. If there is more than two eligible children the total amount of the benefit can be shared</p>	<p>Sainsbury's Pensions Department 020 7695 8502</p> <p>Email queries to Pensions@sainsburys.co.uk (on outlook).</p>
Cash Balance	<p>Process colleague as a leaver on the system</p> <p>Colleagues may leave their benefits in the Scheme as a Deferred Pension, or transfer the value of their benefits out of the Scheme to another Pension provider</p> <p>The Pensions' Department will write to leavers within 2 months of leaving the Scheme outlining their pension options</p>	<p>Normal Retirement Age is <u>65</u> for both male & female colleagues. Colleagues can investigate drawing pension at any age between 50 and 75 (from 2010 the minimum age will be 55)</p> <p>Colleagues with less than 40 years service, can draw their pension and continue working for the Company. They are only required to give 4 weeks notice. If a colleague has over 40 years service please contact the Pensions Department</p> <p>Notify Pensions Department if a colleague wishes to draw their pension. If a colleague continues to work for the Company – EPICS must be updated to stop contributions at the <u>end</u> of a period</p> <p>A Cash Balance Active member who retires from Service on grounds of Serious Ill-Health may receive the value of their personal Member Account</p>	<p>HRM and Zone HR should review the case, check eligibility and rule out redeployment or rehabilitation</p> <p>As well as requiring consent, a colleague must meet the Scheme's ill-health conditions. Medical evidence will be required to support an application and ongoing eligibility. Please call the Pensions Department for further information</p> <p>If a colleague is "Medically Dismissed" they can take an early pension if they are over 50 (from 2010 the minimum will be 55). The pension will be reduced due to payment before Normal Retirement Age</p>	<p>A Tax-free lump sum 7 times final pensionable salary (or the colleagues Retirement Account if greater) is payable.</p> <p>Follow the Death in Service HR Checklist on Connect. The Ex gratia 4 weeks pay is paid via Global Expense and should only be accounted for under the Death in Service heading. <u>No</u> other expense should be credited in this section i.e. flowers, etc</p>	<p>Sainsbury's Pensions Department 020 7695 8502</p> <p>Email queries to Pensions@sainsburys.co.uk (on outlook)</p>

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