



Guide to the Pensionable Salary Cap

For active members of the Defined Benefit Section of the Prudential Staff Pension Scheme (PSPS DB) who joined before 1 January 1991 and who are not affected by the Earnings Cap (£166,200 for 2019/20)

Introduction

M&G plc is making some important changes to its pension arrangements, effective 30 September 2019. As a result you may wish to consider the options available to you. This Guide sets out a reminder of the changes and explains some of the options you have as an active member of **PSPS DB**.

It is important that you read this Guide and use the other resources being provided to understand how your pension from PSPS DB may be impacted by the changes and what options you have. We have tried to make this Guide as straightforward as possible. Where we have had to use a technical term it is highlighted in bold the first time it appears in this Guide and its meaning is explained in the Glossary at the end.

Important note

The information contained in this Guide is intended to help you understand the changes that are being made to PSPS DB and the options available to you. While we have tried to ensure the accuracy of this Guide the content may not be relevant in every circumstance. The benefits under PSPS DB are complex and may vary depending on your circumstances. This Guide provides a summary only, and your specific benefits may be different. All benefits are payable in accordance with the Trust Deed and Rules, the legal document covering PSPS DB, the contractual changes that will be a condition of future salary increases for PSPS DB members after 30 September 2019 and applicable legislation. In the event of any discrepancy between the information provided in this Guide and the Trust Deed and Rules or the contractual changes, the latter two will prevail.

This Guide reflects our understanding at the time it is published. Nothing in this Guide restricts the ability of the Company to make changes to its pension, life assurance and ill-health arrangements in the future.

Whilst this Guide has been provided to help you understand your options in relation to your pension in PSPS DB it is up to you to decide whether and if so when to make any changes. The Company takes no responsibility for your decision.

This Guide does not provide you with financial advice and should not be taken as doing so. You should take Independent Financial Advice if you need financial advice on any issues raised in this Guide.

There are a number of illustrative examples in this Guide. These examples are based on example members with very specific circumstances and assumptions. These circumstances and assumptions will differ from your circumstances and therefore these examples should not be used to infer that a specific action should be taken at any point in time.

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Who is this Guide for?

This Guide has been produced for **active members** who joined PSPS DB before 1 January 1991 who are not currently affected by the **Earnings Cap** (£166,200 for 2019/20). The purpose of this Guide is to help you understand the changes being made by M&G plc (the **Company**) to PSPS DB and the options that are available to you. The main decisions you need to consider are:

- whether and, if so, when it might be better for you to opt out of PSPS DB and join **PSPS DC** rather than continue as an active member of PSPS DB
- whether you should take any other action to increase your income on retirement.

Reminder of the changes

Following a period of consultation last year, the Company is making changes to its pension arrangements:

PSPS DB

PSPS DB is a **defined benefit (DB)** arrangement. This means that your benefits are calculated using a formula. You do not have your own individual **pension pot**. Instead, the assets (built up from Company contributions and investment returns) are collectively invested by the **Trustee** who uses them to provide benefits for all the members.

As a member of PSPS DB, your pension builds up at a fixed rate (1/60th for most members) of your **Final Pensionable Earnings** for each year of **Pensionable Service**. For most members, Final Pensionable Earnings are your basic **salary** in your last year as an active member.¹

Following the changes, if your **full-time equivalent basic salary** is £35,000 or more, the salary figure used to calculate Final Pensionable Earnings will be capped at its level as at 30 September 2019. This applies to pension benefits earned in PSPS DB both before and after 30 September 2019. If your full-time equivalent basic salary is less than £35,000 the cap will only apply once your salary reaches this level.

PSPS DC

PSPS DC is a **defined contribution (DC)** arrangement. This means that members build up their own individual pension pot from employer and employee contributions and investment returns, which they use to provide their retirement benefits. There is no guarantee of the amount of retirement benefits that will be provided.

From 1 April 2019, the minimum contribution the Company makes for active PSPS DC members, even if the member doesn't make any personal contributions, increased from 6% of **Pensionable Pay** to 8% of Pensionable Pay. In addition, the Company matches every 1% of Pensionable Pay the member contributes, up to a maximum Company contribution of 13%. Please note that the Company has the right to change these contribution levels.

A PSPS DB member who joins PSPS DC on or after 1 April 2019 will be 'defaulted' to a personal contribution of 1% of Pensionable Pay which will, in turn, attract a Company contribution of 9%. However, it will then be possible to increase or reduce the rate of personal contributions at any time.

Because of when you joined the PSPS DB Scheme, most of your pension would increase by 5% per annum in the period before retirement after you stop being an active member. This could be quite valuable, which is why it is particularly important for you to consider whether you would be better off staying as an active member of PSPS DB, or opting out of PSPS DB and joining PSPS DC for the future.

¹A small number of members receive pension benefits based on some or all of their bonus. If this applies to you, any bonus received after 30 September 2019 will only be pensionable to the extent that it would not increase the bonus element of your Final Pensionable Earnings. See **Appendix 2** for more information.

Summary of key decisions and options

PSPS DB is remaining open (so you will continue to build up further pension for each year of service you complete as an active member) but if your full-time equivalent basic salary is £35,000 or more, the cap on your Final Pensionable Earnings will affect the benefits you receive from it. You should therefore consider whether or not you wish to continue as an active member of PSPS DB and whether you wish to take any action to increase your retirement income.

Decision 1 – Should I continue as an active member of PSPS DB?

As an active member of PSPS DB, you have the following options.

Option A – Stay in PSPS DB

- Your pension benefits will continue to relate to your number of years of service while an active member (up to the maximum amount of Pensionable Service, which is usually 40 years).
- If your full-time equivalent basic salary is £35,000 or more, any salary increases from 1 October 2019 onwards would not be pensionable because the cap would apply to you.
- If your full-time equivalent basic salary is less than £35,000, salary increases would continue to be pensionable (ie your Final Pensionable Earnings would continue to increase) until the £35,000 threshold is reached.
- You can pay **Additional Voluntary Contributions (AVCs)** into PSPS DB on a DC basis to increase your retirement income.

Please go to page 11 for further information.

Option B – Opt out of PSPS DB

You can opt out of PSPS DB at any time. If you opt out you would not build up any further years of Pensionable Service in PSPS DB and you would either become a **deferred member** or, if you are above **minimum pension age** (currently age 55 for most members), and decide to start taking your benefits, a **pensioner**. For future service, you could join PSPS DC and receive contributions from the Company.

If you opted out and became a deferred member:

- The pension you have already built up in PSPS DB would receive some inflation protection.
- The way ill-health pension and dependants' pensions on death are calculated would change.
- You would have the option of transferring your accrued PSPS DB pension to another arrangement, subject to certain conditions.
- You could join PSPS DC, receive Company contributions and also choose to pay personal contributions that currently would be matched up to 5% of your Pensionable Pay.

Please go to page 12 for more information.

If you opted out and became a pensioner:

- If you were to retire before age 60 your pension would normally be reduced to take account of the fact that it would be paid for a longer period.
- The way dependants' pensions on death are calculated would change.
- You could join PSPS DC, receive Company contributions and also choose to pay personal contributions that currently would be matched up to 5% of your Pensionable Pay.

Please go to page 13 for more information.

The above options are not time-limited so you could, for example, remain in PSPS DB as an active member for a number of years and then opt out and join PSPS DC. In addition to joining PSPS DC or taking flexible retirement, you could opt out and make alternative pension arrangements or opt out and make no further pension provision.

Decision 2 – should you take any action to increase your retirement income?

Whether you remain in PSPS DB or opt out and join PSPS DC, your income in retirement may be lower than it would have been without the changes to PSPS DB. You may therefore wish to consider how to increase your retirement income. The following are some options you may want to consider (but please note the Company is not recommending any of these options, and cannot advise you on them).

Option X – start paying or increase DC contributions

- If you continue as an active member of PSPS DB you could start paying Additional Voluntary Contributions (AVCs) or increase the amount of AVCs you are currently paying.
- If you opt out of PSPS DB and join PSPS DC, any contributions you make are matched by the Company (up to a maximum of 5%).

Please go to page 14 for more information.

Option Y – retire later than planned

- If you continue as an active member of PSPS DB, retiring later than you had planned would mean that your pension would be higher because (a) you would have completed more years of Pensionable Service (unless you have reached the maximum amount of Pensionable Service – usually 40 years) and (b) if you are retiring before your **Normal Retirement Date** the reduction applied to your pension for retiring early is smaller the closer you are to Normal Retirement Date.
- If you opt out of PSPS DB and join PSPS DC, retiring later than you had planned would mean more contributions would be paid into PSPS DC which would increase the size of your pension pot (although please note that your pension pot can reduce as a result of changes in the value of investments). If you were to use part or all of your

pension pot to buy an annuity at a later date the annuity provider would take into account the fact that it would be paid for a shorter period which may mean you get a higher pension. In addition, delaying taking your deferred pension from PSPS DB would increase the amount of pension you receive from that arrangement to take account of the fact that it would be paid for a shorter period.

Please go to page 15 for more information.

Option Z – consider what retirement income you might have from other sources

In addition to retirement savings in PSPS, you should consider what other sources of retirement income you might have, for example any other pensions you have, your **State pension**, and other savings such as ISAs.

Please go to page 16 for more information.

For part-timers, increasing working hours would increase retirement income

While not necessarily an option, if you work part time it is worth remembering that the pension you build up is linked to your working hours. An increase in working hours would mean that:

- if you continue as an active member of PSPS DB, increasing working hours would increase your Pensionable Service and therefore the amount of pension you receive from PSPS DB.
- if you opt out of PSPS DB and join PSPS DC, increasing working hours would increase your Pensionable Pay which in turn would increase the contributions paid into PSPS DC and the size of your pension pot.

Please go to page 16 for more information.

You could also consider combining the above options, for example starting to pay/increasing your contributions and retiring later than planned.

Decision-making support

To help you understand and compare the options available to you, we have put in place a package of measures. These include:

- a series of pension seminars at different locations to help you understand the options and to get answers to your questions.
- a microsite at <https://www.mandgprupensionproposals.co.uk> containing links to the resources outlined. The password for the site can be found in the introductory letter which accompanies this guide.
- a pensions modeller which allows you to compare potential benefits of remaining an active member of PSPS DB with those of opting out and joining PSPS DC. It will also allow you to explore the impact of other options, for example, different retirement dates or making additional retirement savings. To access the modeller, you should visit the microsite at the location given above.

We are also facilitating subsidised one-to-one sessions with a financial adviser from Informed Pensions. If you book one of these sessions, the adviser will work through the modeller with you to help you understand the options available and make an informed decision.

Changes to PSPS DB in detail

Following the changes, if you remain an active member in PSPS DB, your PSPS DB pension will continue to be based on your Pensionable Service in PSPS DB and your Final Pensionable Earnings. However, if your full-time equivalent basic salary is £35,000 or more, the salary figure used to calculate your Final Pensionable Earnings will be capped at its level as at 30 September 2019.

This means that:

- If your full-time equivalent basic salary is less than £35,000, the salary used to calculate Final Pensionable Earnings will not be capped until it reaches that level.
- If your full-time equivalent basic salary is £35,000 or more, your actual salary will continue to be reviewed in the usual way, but any salary increases from 1 October 2019 onwards would not be pensionable. If you are offered and accept a salary increase, it will only be awarded on the basis that it will not be used to calculate Final Pensionable Earnings for your PSPS DB pension. Your actual salary may therefore be higher than your Final Pensionable Earnings.
- Your pension benefits under PSPS DB, including any pension for ill-health early retirement and any pensions paid to your dependants on your death, will all be based on your capped Final Pensionable Earnings.
- The lump sum payable if you die whilst a Company employee will be based on your Final Pensionable Earnings, but in this instance calculated using your actual basic salary (ie ignoring the cap).
- If the calculation of your pension includes **added years service** from a transfer in or AVCs, this part of your pension will also be calculated based on actual basic salary (ie ignoring the cap).
- If the calculation of your Final Pensionable Earnings includes a **pensionable bonus**, bonuses awarded from 1 October 2019 onwards will only be pensionable to the extent that they do not increase Final Pensionable Earnings. Please refer to **Appendix 2** for more information on how this is calculated and the impact this may have on your pension.

Broadly speaking, Final Pensionable Earnings is calculated as the highest of:

- basic salary in the last 12 months
- highest basic salary for a single tax year in the last five tax years
- highest average basic salary for three consecutive tax years in the last ten tax years.

If you are a **PPLAS member**, your Final Pensionable Earnings will be your current rate of basic salary if higher than the above.

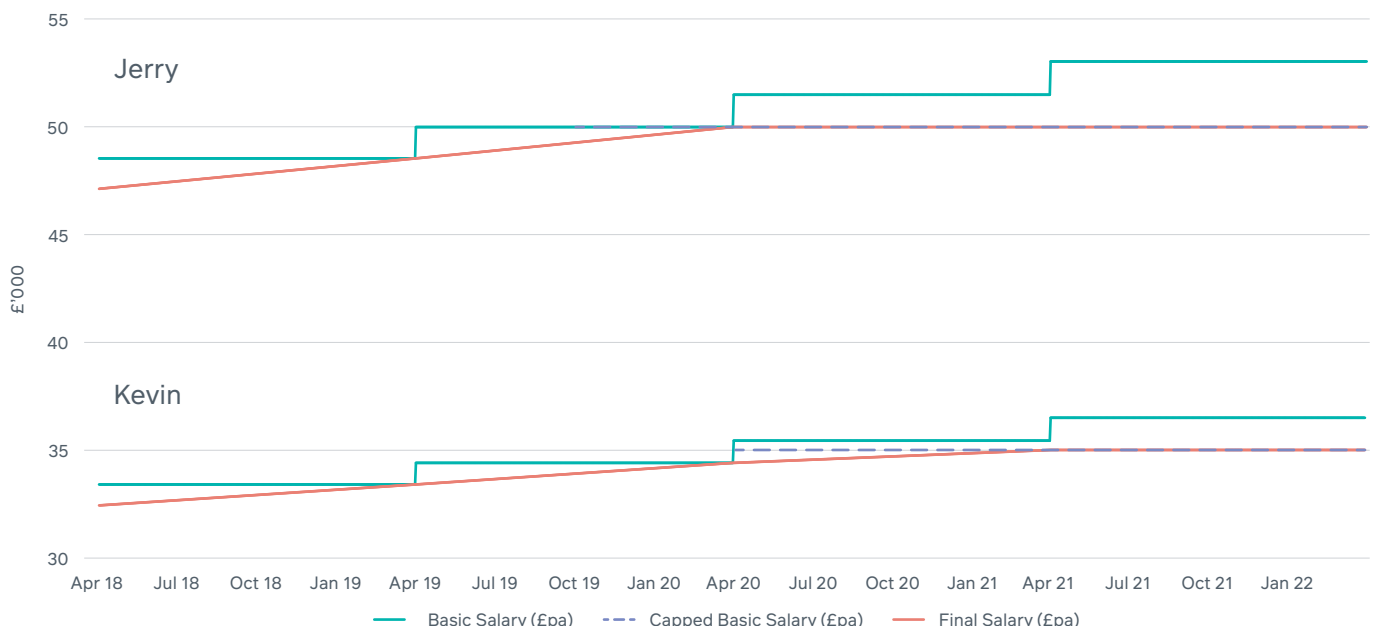
Because, in general, the minimum period used to calculate Final Pensionable Earnings is 12 months, in effect your Final Pensionable Earnings will not be capped until 12 months after your last salary increase before 1 October 2019. So if your last pay increase was 1 April 2019, your Final Pensionable Earnings will be likely to reach its capped level on 31 March 2020. If you were to receive a pay increase on, say, 1 July 2019, your Final Pensionable Earnings would be likely to reach its capped level on 30 June 2020.

Example:

Jerry is a PSPS DB member who is currently earning £50,000 pa. He received a salary increase on 1 April 2019 of 3%. His salary before the increase on 1 April 2019 was £48,544 pa. He also receives a salary increase on 1 April 2020 of 3%.

Kevin is also a PSPS DB member, who is currently earning £34,400 pa. He also received a salary increase on 1 April 2019 of 3%. His salary before the increase on 1 April 2019 was £33,398 pa. He will also receive a further salary increase of 3% on 1 April 2020, taking his salary to £35,432.

Below is a graph illustrating the impact which the changes will have on both Jerry and Kevin's Final Pensionable Earnings.



Although the cap is applied at 30 September 2019, there isn't any impact on Jerry's Final Pensionable Earnings until 1 April 2020.

Kevin's salary however does not reach the cap until his salary increase on 1 April 2020 takes him over the £35,000 threshold and part of that salary increase (the £600 between his current salary and the £35,000 cap) is pensionable. His Final Pensionable Earnings won't be fully capped until 1 April 2021, a full year after his salary increase took him over the threshold.

Your decisions and options in detail

As a result of the changes you may wish to consider whether to continue as an active member of PSPS DB and whether to take any other action to increase your retirement income. These two key decisions and some of the available options are explained in more detail below.

Your options

Decision 1 – do you want to remain as an active member of PSPS DB?

If you take no action you will continue to build up additional years and months of Pensionable Service in PSPS DB which will increase your PSPS DB pension (subject to the maximum amount of permitted Pensionable Service – usually 40 years). However, if your full-time equivalent basic salary is £35,000 or more, any increases to your salary awarded after 30 September 2019 will not increase the amount of pension you receive. For most people this will mean that their PSPS DB pension will be lower than it would

have been if no changes had been made. For some, this might mean it would be beneficial to opt out of PSPS DB and join PSPS DC, but not necessarily straight away. The options you may wish to consider are:

Option A – Remain in PSPS DB

How your pension will be worked out

Your pension will be calculated using your Pensionable Service and Final Pensionable Earnings, subject to the cap. You will continue to build up additional years and months of Pensionable Service (subject to the maximum amount of permitted Pensionable Service) which will increase the pension you receive on retirement. If your full-time equivalent basic salary is less than £35,000, future salary increases will continue to be included in the calculation of Final Pensionable Earnings until that threshold is reached. If your full-time equivalent basic salary is £35,000 or more, future salary increases will not be included in the calculation of Final Pensionable Earnings.

Examples	Tom	Irene
Full-time equivalent basic salary on 30 September 2019	£50,000	£30,000
Normal Retirement Date (NRD)	30 September 2027	30 September 2027
Pensionable Service at NRD	40 years	40 years
Full-time equivalent basic salary at NRD*	£60,920	£36,552
Final Pensionable Earnings at NRD	£50,000	£35,000
Pension at NRD	$40/60 \times £50,000 = £33,333$	$40/60 \times £35,000 = £23,333$

*assumes salary increases of 2.5% a year

If you joined the Company before 1 April 1980 then your benefits are calculated differently but the example can still be used to provide a broad indication of the approach.

If you have added years of Pensionable Service arising from having paid AVCs or from having accepted a transfer in, this part of your pension will be calculated using actual basic salary (ie ignoring the cap).

Death benefits

If you were to die as an active member of PSPS DB, the benefits payable would be as described on **page 36** but pensions payable to your **Spouse, Civil Partner,**

Dependant(s) or Eligible Children would be calculated using your capped Final Pensionable Earnings.

Ill-health benefits

If you have to leave Service with the Company due to ill health, the benefits payable would be as described on **page 37** but your pension would be calculated using your capped Final Pensionable Earnings.

Other benefits/options

You can pay Additional Voluntary Contributions (AVCs) on a defined contribution basis to supplement your benefits. Details can be found on **page 34**.

Option B – Opt out of PSPS DB and join PSPS DC

You can opt out of PSPS DB at any time. If you opt out, you stop building up benefits in PSPS DB with effect from your opt out date. If you then leave your benefits in PSPS DB without bringing them into payment, you would become a deferred member. For most members if you were 55 or older, you would be able to start taking your benefits under the flexible retirement provisions in which case you would become a pensioner. These two different scenarios are explained below.

Please note that if you opt out of PSPS DB, you would not be able to rejoin.

Option B1 – Become a deferred member of PSPS DB and join PSPS DC²

How your PSPS DB deferred pension would be worked out

Your deferred pension would be calculated using the Pensionable Service you have completed up to the date you opt out and your Final Pensionable Earnings at that date (subject to the cap where you opt out after 30 September 2019). Your pension would remain in PSPS DB until you retire or elect to transfer your benefits to another pension arrangement. During the period of deferment, it would be revalued to reduce the impact of inflation.

Since you joined PSPS DB before 1 January 1991 you are subject to more generous inflation protection before retirement than other members of the Scheme. Details of this are as follows:

Under current legislation different parts of your deferred pension would be revalued at different rates as follows:

- Any **Guaranteed Minimum Pension (GMP)** would increase before retirement broadly in line with increases in the National Average Earnings index.
- Any pension in excess of GMP and relating to service after 1 January 1985 would receive increases of 5% pa for each complete year before retirement.

The increases that you would receive on any pension in excess of GMP must at least be equal to those granted to members who joined on or after 1 January 1991. Please see **Appendix 3** for more details.

Annual increases of 5% are potentially quite valuable. This is why it is important for you to consider if you would be better off opting out of PSPS DB and joining PSPS DC.

Benefits from PSPS DC

If you then joined PSPS DC, the Company would make contributions on your behalf and you would choose whether to contribute yourself. A summary of the benefits from PSPS DC can be found in **Appendix 4** of this guide and full details can be found in the PSPS DC member guide at www.prudentialstaffps.co.uk

Death benefits

The benefits payable from PSPS DB to your Spouse, Civil Partner, Dependant(s) and any Eligible Children would be as described on **page 36** for deferred members. The benefits are different to those payable on the death of an active member. If you join PSPS DC, benefits would also be payable from that arrangement. For details see **page 39**.

Ill-health benefits

If you were unable to work due to ill health, you could request that your deferred pension from PSPS DB be paid early subject to providing the Trustee with satisfactory medical evidence. The pension would be based on the Pensionable Service you completed up to the date you opted out and your Final Pensionable

²If you joined the Company before 1 April 1980 then your benefits are calculated differently but this section can still be used to provide a broad indication of the approach.

Earnings at that date, subject to the cap where you opt out after 30 September 2019, and it would be reduced to reflect that it would be paid early.

Provided you are actively at work when you join the PSPS DC Scheme, you would automatically participate in the long-term ill-health plan that pays a benefit of 50% of salary for up to five years, or to **State Pension Age** if sooner.

Transferring benefits out of PSPS DB

As a deferred member, you would have the option to transfer your benefits out of PSPS DB to another pension arrangement of your choice. You would be able to exercise this option at any time subject to certain conditions. The transfer value would take the form of a capital sum, known as the cash equivalent transfer value (CETV). This represents the Scheme Actuary's assessment of the fair value of your benefits in PSPS DB. If you wanted to transfer your benefits to a defined contribution arrangement, you would need to obtain independent financial advice and provide evidence to the Trustee that you had done so before the transfer could go ahead.

For more information about transferring deferred benefits out of PSPS DB see the guide to transferring your benefits which is available from www.prudentialstaffps.co.uk

Option B2 – Take flexible retirement from PSPS DB and join PSPS DC

For most members, if you are 55 or older you may be able to take your retirement benefits from PSPS DB and join PSPS DC. This is called flexible retirement and may be possible if you meet the following conditions:

- The Company agrees that you may do so.
- You sign a new contract of employment which may not include special terms that previously applied.

How your PSPS DB pension would be worked out

Your pension would be calculated using Pensionable Service completed up to the date of your flexible retirement and your Final Pensionable Earnings at that date (subject to the cap where it is after 30 September 2019). If you had not reached Normal

Retirement Date, the pension would be reduced to take account of the fact that it would be paid for a longer period. You would have the same options available as if you were retiring and leaving the Company. For details see **Appendix 3** of this Guide.

Benefits from PSPS DC

If you then joined PSPS DC, the Company would make contributions on your behalf and you would then choose whether to contribute. Please note that the current policy is to default members to 1% contributions, but you can then elect to reduce or increase your contribution level. A summary of PSPS DC benefits can be found in Appendix 4 of this guide and full details can be found in the member guide at www.prudentialstaffps.co.uk

Death benefits

As an active PSPS DC member, as long as you were employed by the Company and did not explicitly opt out of these benefits, you would still be covered for the lump sum of four times your Pensionable Pay plus a refund of your PSPS DC pension pot, less any PSPS DB lump sum benefit. **See page 38 for further details.**

As you would be a pensioner member of PSPS DB, death benefits under PSPS DB would be calculated as described on **page 38**.

Ill-health benefits

Provided you are actively at work when you join the PSPS DC Scheme, you would automatically participate in the long-term ill-health plan that pays a benefit of 50% of salary for up to five years, or to **State Pension Age** if sooner.

Combining options

The above options are not time-limited so you could, for example, remain in PSPS DB as an active member for a period of time and then opt out or take flexible retirement and join PSPS DC (or any successor scheme) when you feel that it makes sense for you to do so. In addition to joining PSPS DC or taking flexible retirement, you could opt out and make alternative pension arrangements or opt out and make no further pension provision.

Decision 2 – do you want to take any action to increase your retirement income?

Whether you decide to continue as an active member of PSPS DB or opt out and join PSPS DC, your retirement income may be lower than it would have been without the changes to PSPS DB. You may therefore wish to consider the following options:

Option X – Start paying or increase DC contributions

X1 – If you remain as an active member of PSPS DB

You are not required to make contributions to PSPS DB – the Company meets the full cost of the benefits. Members who want to increase their retirement benefits can choose to pay AVCs. So, if you wanted to increase your retirement income you could start making AVCs. If you are already making AVCs, you could increase the amount you are paying.

You can normally pay up to 100% of your uncapped salary into AVCs and receive tax relief as long as you don't exceed certain limits (**see page 41 for more information**). AVCs are a defined contribution arrangement which means the contributions you make are invested and at retirement you have an additional pension pot made up of contributions and investment returns. The value of your pot can go up or down, depending on the performance of your investments. You can choose how you use your pension pot at retirement. Current options include:

- using AVCs to provide all or part of your tax-free lump sum from PSPS DB (which means you would not have to commute as much of your PSPS DB pension)
- turning AVCs into additional pension
- transferring AVCs to another arrangement which allows you to access the additional pension flexibilities that were introduced by the Government in 2015.

You can get more information about AVCs on page 34 of this Guide.

X2 – If you opt out of PSPS DB and join PSPS DC

The Company currently pays a minimum contribution of 8% of Pensionable Pay for active members of PSPS DC. You would not be required to make contributions to PSPS DC (though you would be 'defaulted' to paying 1% contributions, which you could reduce) but any contributions you do make would be matched by the Company up to 5% – so currently if you paid in 5% or more of your Pensionable Pay the Company would pay in 13%.

Your pension pot in PSPS DC would be made up of contributions and investment returns on those contributions so the more you paid in, the higher your pension pot would be likely to be at retirement. Members can normally pay up to 100% of their uncapped salary into PSPS DC and receive tax relief as long as they don't exceed certain limits (**see page 41 for more information**).

At retirement, a PSPS DC member can choose how they use their pension pot. Current options include:

- taking up to 25% of the pot as a tax-free lump sum (they would need to take the rest as a taxed lump sum, use it to buy an annuity or move it to another arrangement)
- taking the whole of the pension pot as a single lump sum (25% would be tax free)
- transferring the pension pot to another arrangement which allows members to access the additional pension flexibilities that were introduced by the Government in 2015.

A PSPS DC member who has reached age 55 and has at least £20,000 in their pension pot may also be able to take benefits from it whilst continuing to work for the Company (subject to certain conditions).

Option Y – Retire later than planned

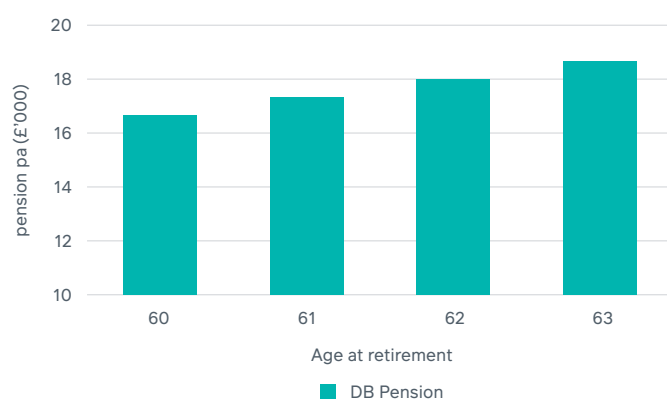
If you already have a retirement date in mind, the changes to PSPS DB may mean that your pension at your planned retirement date will be lower than you were expecting. You may be able to make up some or all of the difference by retiring at a later date.

Y1 – If you continue as an active member of PSPS DB

As long as you don't reach the cap on Pensionable Service (usually 40 years), working for longer would increase your Pensionable Service and therefore the pension you receive from PSPS DB.

We have provided an illustrative example below³.

Retiring later as an active member PSPS DB



The graph above demonstrates the additional pension an active member of PSPS DB may earn by postponing their retirement beyond their Normal Retirement Date. Whilst the Final Pensionable Earnings will remain the same after the cap is implemented (except for members below the £35,000 threshold), additional years' service accrued will result in a higher pension on later retirement.

Y2 – If you opt out of PSPS DB and join PSPS DC

If you retire later than planned, contributions would be paid into PSPS DC for a longer period of time which would increase the size of your pension pot at retirement (though note that your pension pot could go up or down depending on investment performance). If you were to use part or all of your pension pot to buy an annuity, the annuity provider would take into account the fact that it would be paid for a shorter period which may lead to a higher pension. In addition, by retiring later your pension from PSPS DB would also be higher because more years of revaluation would be added and your pension would be paid for a shorter period. We have provided an illustrative example below.

Retiring later as a deferred member of PSPS DB who joined PSPS DC



The example above assumes that the member opts out of PSPS DB once they reach age 58 and instead of taking a pension they defer retirement to a later age and join PSPS DC. The defined benefit portion of the pension increases because it is revalued to Normal Retirement Date and receives late retirement uplifts after Normal Retirement Date, whereas the contributions and investments made into PSPS DC will be used to secure an additional pension on retirement, which is higher the later you retire because of the additional amount of DC contributions each year, and

³If you joined the Company before 1 April 1980 then your benefits are calculated differently but the example can still be used to provide a broad indication of the approach.

because a pension purchased later tends to give a higher annual income as it is paid for a shorter period.

Option Z – Consider what retirement income you might have from other sources

In addition to your pension from PSPS DB, you may have retirement income from other sources. You should consider what else you have and whether you can take action to increase these savings. Examples might include:

- **Other pensions, for example from previous employers' pension arrangements.** If you have lost touch with them, you can track them down at www.gov.uk/find-pension-contact-details. The administrators of your other pension arrangements should be able to give you an estimate of how much your pension might be and any options for increasing the amount you receive (eg retiring later).
- **Your State Pension.** You can get a forecast of how much you might get from www.gov.uk/check-state-pension. If you are on track to get less than the full amount (£168.60 per week for 2019/20), you may be able to pay extra National Insurance Contributions to increase it. For more information, visit www.gov.uk/voluntary-national-insurance-contributions.
- **Other savings.** There are other ways of saving for retirement. Options include products like ISAs and Lifetime ISAs. You should consider what savings you have and whether you could increase them.

Additional considerations for part-time workers

If you continue as an active member of PSPS DB

Your PSPS DB pension is worked out using Pensionable Service and Final Pensionable Earnings. For any periods of part-time employment, it is worked out using the full-time equivalent of your Final Pensionable Earnings but your Pensionable Service is reduced to reflect the hours you have worked – for example if you worked 2.5 days a week you will build up six months of Pensionable Service for each year of work. If you increased the hours you work, then in addition to receiving more pay, your Pensionable Service would increase and so would your pension from PSPS DB.

If you opt out of PSPS DB and join PSPS DC

Contributions into PSPS DC are calculated using your actual Pensionable Pay (not your full-time equivalent). Increasing the number of hours you work would increase your actual Pensionable Pay. So, in addition to receiving more pay, higher contributions would be paid to PSPS DC which would, in turn, give you a larger pension pot to fund your retirement.

You should consider carefully which of the options you wish to take because the decisions you make could have a significant impact on the level and form of benefits you will receive in retirement. While you can choose to opt out of PSPS DB at any time, once you have opted out you cannot reverse your decision and rejoin PSPS DB.

The key considerations for many people will be:

- whether staying in PSPS DB as an active member will give them a higher or lower retirement income than opting out (and either having a deferred pension or taking flexible retirement) and becoming an active member of PSPS DC, and if so how long to stay in before they do this.
- whether they need to take any action to increase the amount of income they will receive in retirement.

The Company has put in place a number of resources to help you understand your options.

Please see page 8 for further information.

Deciding whether to remain as an active member of PSPS DB or opt out and join PSPS DC

The following questions may help you understand some of the things you might want to consider when deciding which option to take and when. You may have other questions or key factors to consider which will depend on your circumstances.

Is your full-time equivalent basic salary less than £35,000?

If it is, future salary increases will continue to increase your benefits from PSPS DB until your salary reaches that level, as the cap on salary does not apply until this threshold is reached.

Have your Final Pensionable Earnings reached their maximum value?

For most members, Final Pensionable Earnings will equal their last 12 months' basic salary. If your full-

time equivalent basic salary is £35,000 or more, any salary increases awarded after 30 September 2019 will not be included in the calculation of Final Pensionable Earnings. Therefore, if your full-time equivalent basic salary is £35,000 or more, your Final Pensionable Earnings are likely to reach their maximum level 12 months after your final pay increase before 1 October 2019. So if your final pay increase before 1 October 2019 was on 1 April 2019, your Final Pensionable Earnings are likely to reach their maximum level on 31 March 2020. If your salary was not increased on 1 April 2019 then, unless you were awarded a salary increase on or before 30 September 2019 it is likely that your Final Pensionable Earnings will already have reached its maximum value. See Example 1 on page 19. This may affect the best time to opt out (if at all).

What pay increases do you think you are likely to receive in the future?

If your salary increases significantly in the future, the salary used to calculate your benefits from PSPS DB could be much lower than your actual salary. If you then chose to opt out of PSPS DB and join PSPS DC, contributions to that arrangement would be based on your full basic salary. So a significant salary increase would be a trigger to review whether it might be in your interests to opt out of PSPS DB and join PSPS DC.

If you chose to opt out, how would the increases on your deferred pension in the period before retirement compare to the increases that you would receive if you remained as an active member of PSPS DB?

If your full-time equivalent basic salary is £35,000 or more and you continue as an active member of PSPS DB, your pension will build up at a fixed rate based on your accrual rate (1/60ths for most members) and your capped Final Pensionable Earnings. If you opt out of PSPS DB and have a deferred pension in that arrangement, your deferred pension would increase between the date that you opt out and the date you bring it into payment, as described on page 12. Please refer to Example 2 on page 20 which illustrates the differences between these increases.

Members who have accrued a greater proportion of their service from 1 January 1985 will receive a greater level of inflation protection on their total pension – see Scenarios 1 and 2 below.

Scenario 1

Jon joined PSPS DB on 1 January 1983 and has worked full time since then. Jon decides to opt out on 31 December 2020 and become a deferred member of PSPS DB.

Jon's pension relating to service on or after 1 January 1985 will receive increases of 5% per annum for each complete year before retirement (excluding any GMP). However, no increases will apply to Jon's pension relating to service before 1 January 1985.

For example, on 31 December 2020 Jon will have 38 years of Pensionable Service, of which 36 are in relation to service from 1 January 1985. This means that, broadly, Jon's pension at retirement must at least be equal to his deferred pension at his date of leaving increased by: $36/38 \times 5\% = 4.74\%$ for each complete year before retirement.

Scenario 2

Sarah joined PSPS DB on 1 January 1988 and has worked full time since then. Whenever Sarah opts out, she would receive increases of 5% pa on her total deferred pension (excluding any GMP and certain other parts of her pension) during the period of deferment because all of her deferred pension relates to service after 1 January 1985.

Jon and Sarah both need to consider if annual increases of around 5% to their PSPS DB pension plus a year's membership of PSPS DC would be more valuable than another year of PSPS DB pension based on their capped salaries.

How important is financial protection if you are unable to work due to ill health?

PSPS DB provides valuable benefits for active members who are unable to continue to work due to ill health. For the most serious cases, this can mean an unreduced pension based on all the Pensionable Service you would have completed up to Normal Retirement Date. If you opt out of PSPS DB, your ill-health benefits are likely to be lower. The impact would depend on the severity of your ill health and how many years you have to go until Normal Retirement Date.

See Example 4 on page 22.

How important is financial protection for your dependants if you die whilst working for the Company?

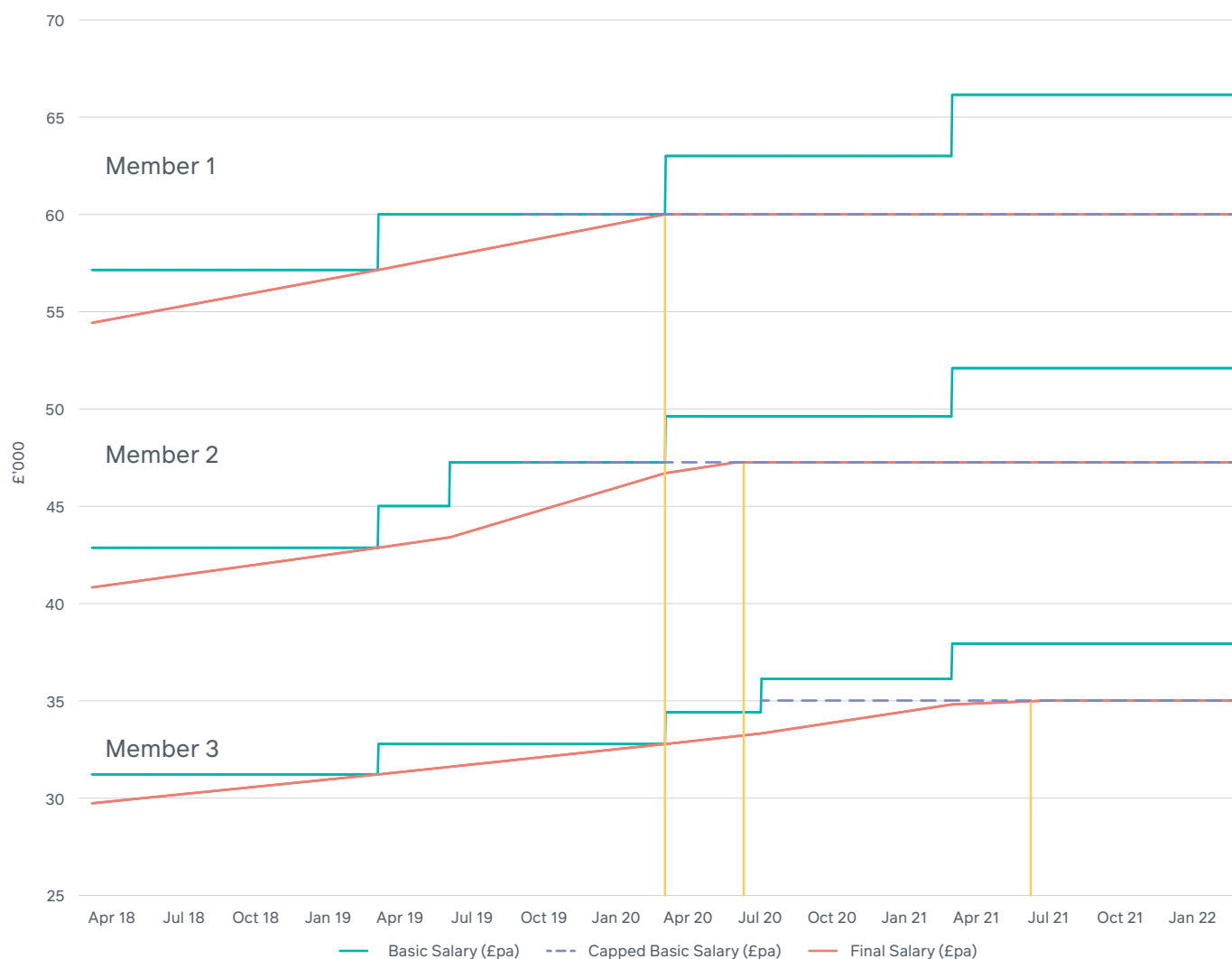
As long as you remain employed by the Company, you would be covered for a lump sum of four times your actual basic salary (ie ignoring the cap used to determine Final Pensionable Earnings). In addition, PSPS DB provides pensions for your Spouse, Civil Partner or Dependant(s) and any Eligible Children. If you are an active member of PSPS DB when you die, these pensions are likely to be higher than if you are a deferred or pensioner member, mainly because they would be based on all the Pensionable Service you could have completed up to Normal Retirement Date.

See Example 5 on page 24.

How important is it for you to know what your benefits will be when you retire?

PSPS DB provides you with predictable retirement benefits calculated using a formula set out in the Rules. The risk of providing you with the benefits promised is borne by the Company – so if, for example, investments don't perform as well as expected, the Company makes up the 'gap' by paying money into PSPS DB. PSPS DC is different because the amount of benefit you receive is less predictable. The Company pays in an agreed amount of contributions but the size of your pension pot at retirement depends on other factors like how well investments perform.

Example 1: Has your Final Pensionable Earnings reached its maximum value?



The example above illustrates how your Final Pensionable Earnings can meet their maximum value at different dates depending on your circumstances.

Member 1 has a salary above the £35,000 threshold on 30 September 2019 and received their last increase before that date on 1 April 2019. Therefore, their Final Pensionable Earnings reach their maximum value on 31 March 2020.

Member 2 has a salary above the £35,000 threshold on 30 September 2019 and received their last increase before that date on 1 July 2019. Therefore, their Final

Pensionable Earnings reach their maximum value on 30 June 2020.

Member 3 has a salary below the £35,000 threshold on 30 September 2019. Their salary increases on 1 April 2020 but continues to be below £35,000. On 1 August 2020 they receive a pay increase which takes them over the £35,000 threshold. Therefore, their Final Pensionable Earnings reach their maximum value on 31 July 2021.

Do you have a birthday before 1 April 2020?

Revaluation in PSPS DB is calculated using complete years from your date of leaving to NRD. So, if you opt out after a birthday, it may mean that you lose a full year of revaluation on your deferred pension.

In particular, if you received a salary increase on 1 April 2019 and have a birthday in the period 1 October 2019 to 31 March 2020 then it may benefit you to opt out before that birthday rather than remain as an active member of PSPS DB until your Final Pensionable Earnings have reached their maximum value.

Example 2: Comparing the value of deferred inflation protection and additional accrual

The following table illustrates the increase in pension a member might expect over one year if they were to either stay in PSPS DB or opt out and become a deferred member in PSPS DB. The example assumes

that the member has capped Final Pensionable Earnings of £50,000 pa and makes no allowance for the value of any DC benefits that could build up if the member were to opt out and subsequently join PSPS DC. It also does not make any allowance for the member having GMP, which will affect the amount of increases – see below.

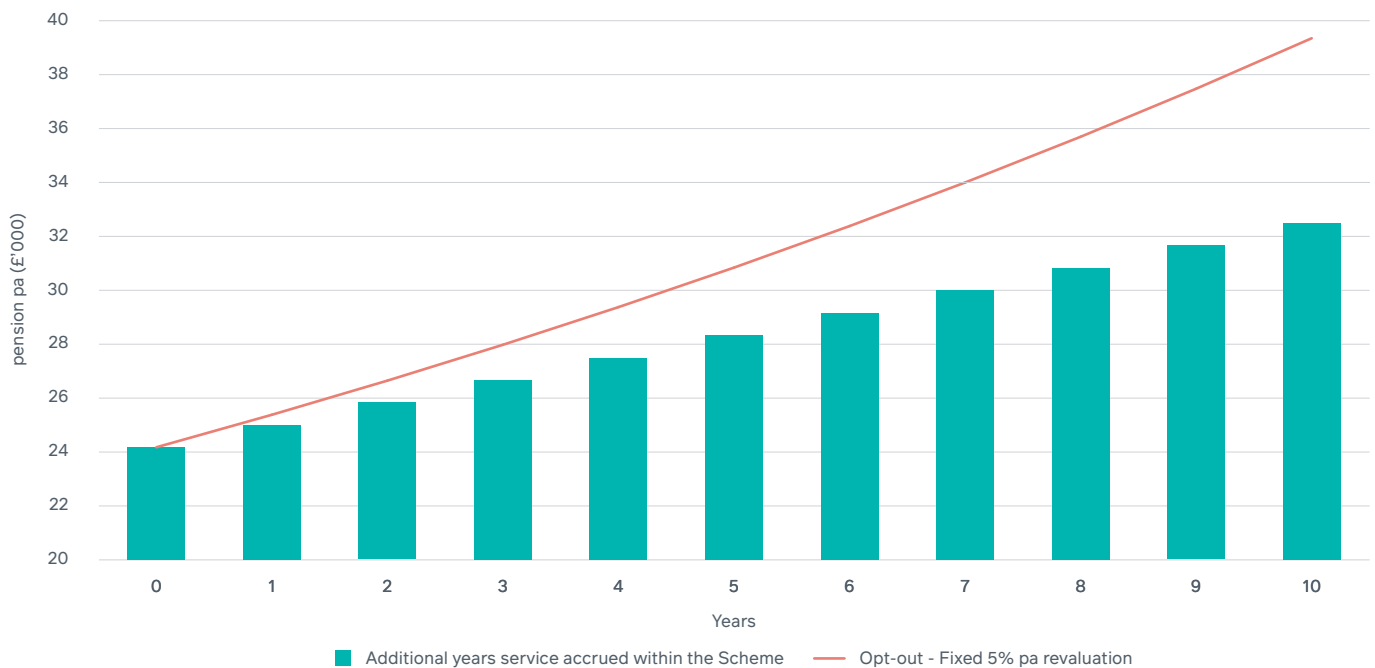
Pensionable Service	Active PSPS DB pension	Additional year of accrual (1/60th)	Inflation protection (5% pa) Assuming all service is after 1 January 1985
	Calculated as:	Calculated as:	Calculated as:
	$\frac{\text{Pensionable Service}}{60} \times £50,000$	$\frac{£50,000}{60} = £833$	Active PSPS DB pension x 5%
30 years	£25,000 pa	£833 pa	£1,250 pa
32 years	£26,667 pa	£833 pa	£1,333 pa
35 years	£29,167 pa	£833 pa	£1,458 pa

If you joined the Company before 1 April 1980 then your benefits are calculated differently but the example can still be used to provide a broad indication of the approach.

In each case illustrated above, it can be seen that revaluation increases the pension by significantly more than another year's accrual, it is therefore more valuable for the member's pension to opt out and

receive inflationary protection. The following chart shows a 10-year projection of how a member's DB pension would increase over time if they were to either stay in PSPS DB or opt out and become a deferred member of PSPS DB. In this example, the member has already completed 29 years of Pensionable Service and has a full-time equivalent salary of £50,000 pa.

Example 3: Pensionable Service – Pension from staying in versus opting-out



The figures illustrate that increases due to inflation protection (at 5% pa) will always be higher than those from additional accrual. It can also be seen that the inflation protection you receive on your deferred PSPS DB pension becomes relatively more valuable the more Pensionable Service you have completed in PSPS DB.

Members in this situation should immediately consider whether it might be in their interests to opt out. This is particularly important for you, because the annual revaluation of 5% you would be entitled to is potentially valuable.

However, you should consider your position very carefully before making any decision to opt out because leaving PSPS DB is an irrevocable decision and you will not be able to opt back in. You should consider your specific circumstances since it could be possible that revaluation is less valuable to you. The key reasons for this would be because:

- That part of your pension relating to service before 1 January 1985 will receive no increases in the period before retirement; and,
- Any Guaranteed Minimum Pension (GMP) would increase broadly in line with increases in the National Average Earnings index, so the amount of GMP you have will affect the increases you receive.
- You have previously worked part time on low hours for a big part of your career and are now working longer hours or full time. In these circumstances the value of the pension already earned would be proportionally less valuable relative to the pension you are accruing now, so that extra service in the scheme could be worth more than the revaluation to benefits already built up.

You should also consider that if you opt out of PSPS DB, the level of some additional ‘protection’ benefits, such as those payable on ill health or death, could be lower. Depending on your personal circumstances, this could affect your decision whether to opt-out, could mean adjusting other aspects of your personal financial plans to compensate, or could mean accepting lower protection coverage in return for higher retirement benefits. For more details please refer to Examples 4 and 5 below.

In particular, you should consider whether your Final Pensionable Earnings have reached their maximum value before making your decision. Please refer to Example 1 for more information.

In this section we have not considered the impact of any additional pension arrangements (such as PSPS DC) which may affect the level of your total pension at retirement. If you were to opt out, you could also join PSPS DC and build up a DC fund that would be used to purchase additional pension benefits, so that should also be considered.

Example 4: Ill-health benefits

For the first two years and six months of ill health, the ill-health benefits are broadly similar whether you stay in or opt-out. The main difference to note is that the benefit for DC members after six months would be subject to any terms imposed by our insurers.

The first table in the example below compares the income just after two years and six months of ill health, when a DC member would continue to receive the insured sickness benefit while for a DB member the equivalent benefit would lapse, and they would be considered for an ill-health pension. We assume that, in the DC case, the member switched to DC just before they fell ill, and were aged 54½ when their illness commenced. The DB benefits depend on the amount of DB service the member had, so we show different figures for different ages at joining.

Table 1: Income after two years and six months

Age at joining	DB			DC
	Total Incapacity	Serious Incapacity	Not Eligible	
21	£32,500 pa	£30,000 pa	–	£26,922 pa
24	£30,000 pa	£27,500 pa	–	£26,922 pa
28	£28,333 pa	£25,833 pa	–	£26,922 pa

The example assumes a salary (and pensionable salary) of £50,000 when the ill health commences, with the long-term sickness benefit receiving 2.5% pa increases each year.

The second table then compares the position after five years and six months, when the DC member’s long-

term sickness benefit would stop but they would be eligible (if illness or disability were permanent) to take a pension from the DB scheme which as a deferred member would be reduced for early payment. They would also be eligible to access their pension pot to provide additional benefits.

Table 2: Income after five years and six months

Age at joining	DB		DC		
	Total Incapacity	Serious Incapacity	DB Pension	DC Pension	Total Pension
21	£34,999 pa	£32,307 pa	£29,625 pa	£1,389 pa	£31,014 pa
24	£32,307 pa	£29,614 pa	£26,972 pa	£1,389 pa	£28,361 pa
28	£30,512 pa	£27,820 pa	£25,204 pa	£1,389 pa	£26,593 pa

Note that the circumstances where there would be no eligibility for a pension in either case would be the same – essentially because the incapacity was not considered likely to be permanent, or because the member’s health had recovered sufficiently for them to return to work.

Example 5: Death benefits

Members should also consider the impact on death benefits as these will also be affected if a member were to opt out.

In this example, we compare for the same notional member with different numbers of years before Normal Retirement Date what would happen either if they were to die as an active member or if they were to opt out of PSPS DB to join PSPS DC and die the next day. The chart below shows the dependant's pension payable.

The dependant's pension payable in respect of a member active in PSPS DB is based upon the pensionable service you would have accrued to Normal Retirement Date, so does not depend upon time left to Normal Retirement Date (the purple line). However, the pension payable in respect of a member who has opted out of PSPS DB only relates to the pensionable service completed up to opt out date. However, PSPS DC also

provides a lump sum of four times the member's salary which is either provided as a lump sum or used to buy an additional dependant's pension in addition to the basic four times salary lump sum both schemes provide which is excluded from the comparison below.

What the example illustrates is that, if you were to opt out close to Normal Retirement Date and join PSPS DC, then the total Spouse's / Civil Partner's pension would typically be higher. However, the further you were from that date, the more likely it is that the reverse would be true.

Please note that this example is based on the Company's current policy and that this could change in the future. It does not allow for all death benefits which could be payable. The death benefits payable in different scenarios are complex and this illustration is based only on the death benefits which are usually payable.



Deciding whether you want to take action to increase your retirement benefits

The following questions may help you understand whether you should take action to increase your retirement income. You may have other questions and important factors to consider which will depend on your circumstances.

Do you know how much income you will need in retirement?

Your pension from PSPS DB is likely to be lower than it would have been if no changes were made. You can use the modeller to work out how much pension you might receive under a range of scenarios. You should compare this pension, plus any other retirement income you will have (eg pensions from other employers, state pension and other savings), with how much you think you will need in retirement. If you don't know how much money you will need, there are various resources on the Money Advice Service's website found at <https://www.moneyadviceservice.org.uk/> which will help you work it out. You might find that, despite the changes to PSPS DB, you will still have sufficient income in retirement. If not, you should consider the questions below.

Can you afford to start paying DC contributions/make higher DC contributions towards your pension?

Whether you choose to continue as an active member of PSPS DB or opt out and join PSPS DC, you can increase your retirement income by increasing the DC contributions you pay. You get tax relief on your contributions (as long as you don't exceed certain limits) and if you participate in **Pensions Plus** you can also make savings in National Insurance Contributions. So, for example, a contribution of £100 to your pension would only reduce your take home pay by around £68 if you are a basic rate tax payer and £58 if you are a higher rate tax payer.

Is the value of your benefits close to the Lifetime Allowance?

The **Lifetime Allowance** is the limit on how much pension saving you can make over your lifetime without paying an additional tax charge. For most people it is

£1,055,000 for the tax year 2019/20. See **page 41** for more information. If the value of your benefits (from all pension arrangements excluding State Pension) is close to this limit you should consider carefully whether you wish to take action which will further increase their value, as this may result in higher tax charges when you retire.

If you start paying DC contributions or increase the amount you are paying, would you exceed your Annual Allowance?

The **Annual Allowance** is a limit on the amount of pension savings you can build up in each tax year without paying an additional tax charge. For most people, the Annual Allowance will be £40,000 in 2019/20 (and you can roll over unused Annual Allowance from the last three tax years) but if your taxable income exceeds certain limits, a lower Annual Allowance may apply (see **page 41** for more information). Any pension saving you make above your Annual Allowance may be effectively taxed twice (once when you make it and again when you take your retirement benefits) so you should consider whether you have sufficient Annual Allowance available before making additional contributions.

If you work part-time, are you expecting to vary your hours in the future?

As explained on **page 16** if the number of hours you work were to increase, this would increase your retirement savings and vice-versa.

Could you retire later than planned?

Delaying the date at which you start taking retirement benefits would increase your pension as explained on **page 15**.

Could you increase your State pension?

Not everyone qualifies for the full State Pension. You can check whether you do by going to www.gov.uk/check-state-pension. If you are on track to receive less than the full amount because of a gap in your National Insurance record, you may be able to pay additional National Insurance Contributions to increase your State pension. For more information go to www.gov.uk/voluntary-national-insurance-contributions.

Appendix 1:

Summary of benefits under different options

The table below outlines your current benefits from PSPS DB and provides a comparison with the benefits under Options A and B. It is intended to provide a brief overview of the Rules, applicable legislation and contractual changes. If there are any inconsistencies between the two, the Rules, applicable legislation and contractual changes will prevail. You can find more details on the benefits from PSPS DB and PSPS DC on the website www.prudentialstaffps.co.uk

Option A in the table below shows the benefits that would apply to an employee with a full-time equivalent basic salary of £35,000 or more. If your full-time equivalent basic salary is below £35,000 and you continue as an active member of PSPS DB your benefits would be as described in the column headed 'Current PSPS DB provision' until your full-time equivalent basic salary reaches £35,000 and as described in the 'Option A' column thereafter.

	Current PSPS DB provision (or full-time equivalent salary below £35,000)	Option A: Continue in PSPS DB as an active member	Option B: Opt out of PSPS DB and join PSPS DC	
			Option B1: Become a deferred member of PSPS DB and join PSPS DC	Option B2: Take flexible retirement, become a pensioner of PSPS DB and join PSPS DC
How benefits build up	Through additional years and months of Pensionable Service (up to the cap, which is usually 40 years) and increases in Final Pensionable Earnings.	Through additional years and months of Pensionable Service (up to the cap, which is usually 40 years) only. Salary increases awarded after 30 September 2019 will not count towards your pension.	PSPS DB Your pension would be calculated by reference to your Pensionable Service and Final Pensionable Earnings (subject to the cap after 30 September 2019) at the date you opted out of PSPS DB. It would then be increased between your opt out date and the date you take it as described in the 'How would pension increase in deferment' section below. PSPS DC You would build up your own individual pension pot from contributions made by you and the Company plus investment returns.	PSPS DB Your pension would be calculated by reference to your Pensionable Service and Final Pensionable Earnings (subject to the cap after 30 September 2019) at the date you take flexible retirement. PSPS DC You would build up your own individual pension pot from contributions made by you and the Company plus investment returns.
Pay that counts towards pension	Basic salary plus any pensionable bonus.	Basic salary plus any pensionable bonus, capped at their value on 30 September 2019.	PSPS DB Pension calculated using Final Pensionable Earnings (subject to the cap after 30 September 2019) at the date you opt out. PSPS DC Contributions are based on full Pensionable Pay.	PSPS DB Pension calculated using Final Pensionable Earnings (subject to the cap after 30 September 2019) at the date you retire. PSPS DC Contributions are based on full Pensionable Pay.

	Current PSPS DB provision (or full-time equivalent salary below £35,000)	Option A: Continue in PSPS DB as an active member	Option B: Opt out of PSPS DB and join PSPS DC	
			Option B1: Become a deferred member of PSPS DB and join PSPS DC	Option B2: Take flexible retirement, become a pensioner of PSPS DB and join PSPS DC
What the Company pays	The Company meets the full cost of the benefits.	The Company meets the full cost of the benefits.	<p>PSPS DB The Company meets the full cost of the benefits.</p> <p>PSPS DC The Company currently contributes 8-13% of your Pensionable Pay depending on how much you contribute (see table on page 38). Currently a bonus of 6.9% of any contributions you pay via Pensions Plus would also be paid.</p>	<p>PSPS DB The Company meets the full cost of the benefits.</p> <p>PSPS DC The Company currently contributes 8-13% of your Pensionable Pay depending on how much you contribute (see table on page 38). Currently a bonus of 6.9% of any contributions you pay via Pensions Plus would also be paid.</p>
How much you pay	Nothing, but you can choose to make AVCs.	Nothing, but you can choose to make AVCs.	<p>PSPS DB Nothing</p> <p>PSPS DC You don't have to contribute but any contributions that you do make are matched by the Company up to 5%.</p>	<p>PSPS DB Nothing</p> <p>PSPS DC You don't have to contribute but any contributions that you do make are matched by the Company up to 5%.</p>
What benefits you get at retirement	A pension payable for life. You can currently choose to commute up to 25% of the value of your pension for a tax-free cash sum.	A pension payable for life. You can currently choose to commute up to 25% of the value of your pension for a tax-free cash sum.	<p>PSPS DB A pension payable for life. You can currently choose to commute up to 25% of the value of your pension for a tax-free cash sum.</p> <p>PSPS DC You can currently take up to 25% of your pension pot as a tax-free cash sum. The rest can currently be turned into a pension for life (annuity); taken as a taxed lump sum; or moved to a drawdown arrangement where it can be taken flexibly.</p>	<p>PSPS DB A pension payable for life. You can currently choose to commute up to 25% of the value of your pension for a tax-free cash sum.</p> <p>PSPS DC You can currently take up to 25% of your pension pot as a tax-free cash sum. The rest can currently be turned into a pension for life (annuity); taken as a taxed lump sum; or moved to a drawdown arrangement where it can be taken flexibly.</p>

	Current PSPS DB provision (or full-time equivalent salary below £35,000)	Option A: Continue in PSPS DB as an active member	Option B: Opt out of PSPS DB and join PSPS DC	
			Option B1: Become a deferred member of PSPS DB and join PSPS DC	Option B2: Take flexible retirement, become a pensioner of PSPS DB and join PSPS DC
What is the Normal Retirement Date (NRD)?	60	60	PSPS DB 60 PSPS DC 65, however you can select a target retirement date from age 55 onwards.	PSPS DB 60 PSPS DC 65, however you can select a target retirement date from age 55 onwards.
What happens if you retire early?	Your pension will be reduced because it will be paid to you for a longer period.	Your pension will be reduced because it will be paid to you for a longer period.	PSPS DB Your pension will be reduced because it will be paid to you for a longer period. PSPS DC Your pension pot is likely to be lower because fewer contributions will be paid in, and there is less time for the investments to grow (although investments can go down, as well as up).	PSPS DB n/a PSPS DC Your pension pot is likely to be lower because fewer contributions will be paid in, and there is less time for the investments to grow (although investments can go down, as well as up).
What happens if you retire late?	As long as you have not reached the service cap (usually 40 years) you can build up additional years of Pensionable Service. If you reach the service cap your pension will usually be increased between the date that you reach the cap and your retirement date as it will be paid for a shorter period.	As long as you have not reached the service cap (usually 40 years) you can build up additional years of Pensionable Service. If you reach the service cap your pension will usually be increased between the date that you reach the cap and your retirement date as it will be paid for a shorter period.	PSPS DB Your pension will be increased as it will be paid to you for a shorter period. PSPS DC Your pension pot is likely to be higher because more contributions will be paid in, and there is more time for the investments to grow (although investments can go down, as well as up).	PSPS DB n/a PSPS DC Your pension pot is likely to be higher because more contributions will be paid in, and there is more time for the investments to grow (although investments can go down, as well as up).

	Current PSPS DB provision (or full-time equivalent salary below £35,000)	Option A: Continue in PSPS DB as an active member	Option B: Opt out of PSPS DB and join PSPS DC	
			Option B1: Become a deferred member of PSPS DB and join PSPS DC	Option B2: Take flexible retirement, become a pensioner of PSPS DB and join PSPS DC
How would pension increase in retirement?	Your pension is increased each year broadly in line with price inflation up to a cap. Any increases made to pension for service up to 6 April 1997 (in excess of any GMP) are made at the Company's discretion.	Your pension is increased each year broadly in line with price inflation up to a cap. Any increases made to pension for service up to 6 April 1997 (in excess of any GMP) are made at the Company's discretion.	<p>PSPS DB</p> <p>Your pension is increased each year broadly in line with price inflation up to a cap. Any increases made to pension for service up to 6 April 1997 (in excess of any GMP) are made at the Company's discretion.</p> <p>PSPS DC</p> <p>Depends on the choices you make about how you use your pension pot.</p>	<p>PSPS DB</p> <p>Your pension is increased each year broadly in line with price inflation up to a cap. Any increases made to pension for service up to 6 April 1997 (in excess of any GMP) are made at the Company's discretion.</p> <p>PSPS DC</p> <p>Depends on the choices you make about how you use your pension pot.</p>
How would pension increase in deferment?	n/a	n/a	<p>PSPS DB</p> <p>That part of your pension relating to service after 1 January 1985 (excluding any GMP) will increase between the date you opt out and when you take it by 5% pa for each complete year. There are no increases applied to pension accrued before that date.</p> <p>Any GMP would increase before retirement broadly in line with increases in the National Average Earnings index.</p> <p>See Appendix 3 for more details.</p> <p>PSPS DC</p> <p>If you stop being an active member of PSPS DC the value of your pension pot continues to move in line with investment returns.</p>	<p>PSPS DB</p> <p>n/a</p> <p>PSPS DC</p> <p>If you stop being an active member of PSPS DC the value of your pension pot continues to move in line with investment returns.</p>

	Current PSPS DB provision (or full-time equivalent salary below £35,000)	Option A: Continue in PSPS DB as an active member	Option B: Opt out of PSPS DB and join PSPS DC	
			Option B1: Become a deferred member of PSPS DB and join PSPS DC	Option B2: Take flexible retirement, become a pensioner of PSPS DB and join PSPS DC
Can you transfer benefits out?	No, you would need to opt out.	No, you would need to opt out.	<p>PSPS DB Yes, subject to certain conditions.</p> <p>PSPS DC You can make one partial transfer every 12 months as long as your pension pot is £20,000 or more and you transfer at least £10,000 or 10% of your pension pot (note, this is at the Company's discretion).</p>	<p>PSPS DB No, you would need to opt out.</p> <p>PSPS DC You can make one partial transfer every 12 months as long as your pension pot is £20,000 or more and you transfer at least £10,000 or 10% of your pension pot (note, this is at the Company's discretion).</p>
<p>What if I die whilst working for the Company?</p> <p>(Note: The death benefits under the PSPS rules are complex, this table summarises the usual death benefits, but yours may differ. Also note the Company has a right to change certain death benefits.)</p>	<p>Lump sums: Four times your Final Pensionable Earnings at date of death plus a refund of AVCs</p> <p>Pensions: a Dependant's pension of 54% of your prospective pension calculated using Final Pensionable Earnings at date of death and Pensionable Service up to Normal Retirement Date.</p> <p>Pensions for up to three Eligible Children of 18% of your prospective pension calculated using Final Pensionable Earnings at date of death and Pensionable Service up to Normal Retirement Date.</p>	<p>Lump sums: Four times your Final Pensionable Earnings (ignoring the cap) at date of death plus a refund of AVCs.</p> <p>Pensions: a Dependant's pension of 54% of your prospective pension calculated using Final Pensionable Earnings at date of death (subject to the cap after 30 September 2019) and Pensionable Service up to Normal Retirement Date.</p> <p>Pensions for up to three Eligible Children of 18% of your prospective pension calculated using Final Pensionable Earnings at date of death (subject to the cap after 30 September 2019) and Pensionable Service up to Normal Retirement Date.</p>	<p>PSPS DB Lump sums: Five times deferred pension had it come into payment at date of death plus refund of AVCs.</p> <p>Pensions: a Dependant's pension of 50% of your deferred pension revalued to date of death.</p> <p>Pensions for up to three Eligible Children of one-sixth of your deferred pension revalued to date of death.</p> <p>PSPS DC Lump sums: Four times your basic salary, plus a refund of your pension pot, less the value of the PSPS DB lump sum as described above.</p> <p>Pensions: An additional four times your salary is provided either as a lump sum or for the provision of death in service pensions.</p>	<p>PSPS DB Lump sum: any unpaid balance of first five years' pension payments.</p> <p>Pensions: Dependant's pension of 50% of your pension at retirement (ignoring any reduction for taking cash or other options) plus increases since retirement.</p> <p>Pensions for up to three Eligible Children of one-sixth of your pension at retirement (ignoring any reduction for taking cash or other options) plus increases since retirement.</p> <p>PSPS DC Lump sums: Four times your basic salary, plus a refund of your pension pot, less the value of any DB lump sum as described above.</p>

	Current PSPS DB provision (or full-time equivalent salary below £35,000)	Option A: Continue in PSPS DB as an active member	Option B: Opt out of PSPS DB and join PSPS DC	
			Option B1: Become a deferred member of PSPS DB and join PSPS DC	Option B2: Take flexible retirement, become a pensioner of PSPS DB and join PSPS DC
What if I die after retirement?	<p>Lump sum: any unpaid balance of first five years' pension payments.</p> <p>Pensions: Dependant's pension of 50% of your pension at retirement (ignoring any reduction for taking cash or other options) plus increases since retirement.</p> <p>Pensions for up to three Eligible Children of one-sixth of your pension at retirement (ignoring any reduction for taking cash or other options) plus increases since retirement.</p>	<p>Lump sum: any unpaid balance of first five years' pension payments.</p> <p>Pensions: Dependant's pension of 50% of your pension at retirement (ignoring any reduction for taking cash or other options) plus increases since retirement.</p> <p>Pensions for up to three Eligible Children of one-sixth of your pension at retirement (ignoring any reduction for taking cash or other options) plus increases since retirement.</p>	<p>PSPS DB</p> <p>Lump sum: any unpaid balance of first five years' pension payments.</p> <p>Pensions: Dependant's pension of 50% of your pension at retirement (ignoring any reduction for taking cash or other options) plus increases since retirement.</p> <p>Pensions for up to three Eligible Children of one-sixth of your pension at retirement (ignoring any reduction for taking cash or other options) plus increases since retirement.</p> <p>PSPS DC</p> <p>Depends on the choices you make about how to use your pension pot at retirement.</p>	<p>PSPS DB</p> <p>Lump sum: any unpaid balance of first five years' pension payments.</p> <p>Pensions: Dependant's pension of 50% of your pension at retirement (ignoring any reduction for taking cash or other options) plus increases since retirement.</p> <p>Pensions for up to three Eligible Children of one-sixth of your pension at retirement (ignoring any reduction for taking cash or other options) plus increases since retirement.</p> <p>PSPS DC</p> <p>Depends on the choices you make about how to use your pension pot at retirement.</p>

	Current PSPS DB provision (or full-time equivalent salary below £35,000)	Option A: Continue in PSPS DB as an active member	Option B: Opt out of PSPS DB and join PSPS DC	
			Option B1: Become a deferred member of PSPS DB and join PSPS DC	Option B2: Take flexible retirement, become a pensioner of PSPS DB and join PSPS DC
What if I'm too ill to work? (Note: In all cases short-term sickness benefit would apply for the first six months.)	<p>After six months, long-term sickness benefit of 50% of your salary would apply for a further two years. At the end of the two years (or earlier if it was in your interests) you could apply to take your pension early. The amount payable would depend on the extent of your ill health.</p> <p>Total incapacity (broadly, being unable to undertake any paid employment): Pension based on Final Pensionable Earnings at date of retirement and Pensionable Service up to Normal Retirement Date. No reduction for early payment.</p> <p>Serious incapacity (broadly, being unable to undertake your current job or a similar job): Pension based on Final Pensionable Earnings and Pensionable Service at date of retirement. No reduction for early payment.</p>	<p>After six months, long-term sickness benefit of 50% of your salary would apply for a further two years. At the end of the two years (or earlier if it was in your interests) you could apply to take your pension early. The amount payable would depend on the extent of your ill health.</p> <p>Total incapacity (broadly, being unable to undertake any paid employment): Pension based on Final Pensionable Earnings (subject to the cap after 30 September 2019) and Pensionable Service up to Normal Retirement Date. No reduction for early payment.</p> <p>Serious incapacity (broadly, being unable to undertake your current job or a similar job): Pension based on Final Pensionable Earnings (subject to the cap after 30 September 2019) and Pensionable Service at date of retirement. No reduction for early payment.</p>	<p>Long-term ill-health scheme</p> <p>Subject to you meeting the necessary criteria, our long-term ill-health scheme would currently pay a benefit of 50% of your salary for up to five years, or State Pension Age if earlier. If you were still unable to work after five years you would leave our employment and an employer pension contribution based on your prospective service to State Pension Age would also be paid to PSPS DC. (More details can be found in the Guides section at www.prudentialstaffps.co.uk)</p> <p>PSPS DB</p> <p>You could apply to take your deferred pension early, with no minimum age, if you are unable to undertake your current job or a similar job. It would be reduced for early payment.</p> <p>PSPS DC</p> <p>If you were still unable to work after five years (or State Pension Age if earlier) and your condition was permanent you could apply to take benefits early, with no minimum age.</p>	<p>Long-term ill-health scheme</p> <p>Subject to you meeting the necessary criteria, our long-term ill-health scheme would currently pay a benefit of 50% of your salary for up to five years, or State Pension Age if earlier. If you were still unable to work after five years you would leave our employment and an employer pension contribution based on your prospective service to State Pension Age would also be paid to PSPS DC. (More details can be found in the Guides section at www.prudentialstaffps.co.uk)</p> <p>PSPS DB</p> <p>Your DB flexible retirement pension would be unaffected.</p> <p>PSPS DC.</p> <p>If you were still unable to work after five years (or State Pension Age if earlier) and your condition was permanent you could apply to take benefits early, with no minimum age.</p>

Appendix 2: Treatment of Pensionable Bonus

For a small number of PSPS DB members, Final Pensionable Earnings includes a pensionable bonus element, based on a three-year average of pensionable bonus. Bonuses paid after 30 September 2019 will only be pensionable to the extent that they do not increase this three-year average from the figure that applied at 30 September 2019. Given that bonuses can go down as well as up, we will also apply an underpin so that the bonus element is effectively fixed at the level that applied at 30 September 2019.

If this applies to you and you move into a role that is not eligible for pensionable bonus, this underpin will cease to apply and, as would have happened prior to the changes, the bonus element of the calculation would decrease to zero as past pensionable bonuses fall out of the three-year averaging period. You would

therefore need to think carefully about the pension consequences of such a change in role and whether, for example, this meant you wanted to take the role, or whether, if you did take the role, you should opt out of PSPS DB so that your pension would be based on a higher level of Final Pensionable Earnings.

If your full-time equivalent basic salary is less than £35,000 the pensionable bonus element of your Final Pensionable Earnings will be effectively fixed but the salary element will continue to increase until your full-time equivalent basic salary reaches the £35,000 limit. From that point onwards, future increases in your full-time equivalent basic salary would not count towards your Final Pensionable Earnings and your bonus element would also be fixed. This is shown in the example below.

	Kerry	John	Linda
Salary 1 April 2019 to 31 March 2020	£30,000	£50,000	£34,500
Salary 1 April 2020 to 31 March 2021	£31,000	£52,000	£35,500
Bonus element of Final Pensionable Earnings	£15,000	£15,000	£15,000
Final Pensionable Earnings at 31 March 2020	£30,000 + £15,000 = £45,000	£50,000 + £15,000 = £65,000	£34,500 + £15,000 = £49,500
Final Pensionable Earnings at 31 March 2021	£31,000 + £15,000 = £46,000	£50,000 + £15,000 = £65,000	£35,000 + £15,000 = £50,000

Appendix 3: Overview of PSPS DB

PSPS DB provides a range of benefits to help you save for your retirement. It also provides you and your dependants with financial protection while you are working as well as when you have retired. The benefits payable depend on your category of membership. There are three membership categories:

- **Active members** – members who are employed by the Company and continue to build up additional years of Pensionable Service.
- **Deferred members** – members who have either left the Company or opted out of PSPS DB and who have not transferred their benefits out of PSPS DB or started to take their pension.
- **Pensioner members** – members who are receiving a pension from PSPS DB.

A summary of the benefits provided by PSPS DB is set out below. For more details please refer to the member guide which can be found at <https://www.prudentialstaffps.co.uk>. Please note that this document and the member guide are both summaries and in the event of any conflict with the Trust Deed & Rules and/or any agreement that a salary increase will not be pensionable then the latter two shall prevail.

How your PSPS DB pension builds up

As an active member of PSPS DB, your pension builds up at a fixed rate (1/60th for most members) of your Final Pensionable Earnings for each year served (up to a maximum, which is usually 40 years). Broadly speaking Final Pensionable Earnings are calculated as the highest of:

- final year of basic salary
- highest basic salary for a single tax year in the last five tax years
- highest average basic salary for three consecutive tax years in the last 10 tax years.

If you are a PPLAS member, your Final Pensionable Earnings will be your current rate of basic salary if higher than the above.

If your full-time equivalent basic salary is £35,000 or more any increases in your salary awarded on or after 1 October 2019 will not be included in the calculation of your Final Pensionable Earnings. Because the minimum period over which Final Pensionable Earnings are calculated is 12 months, the cap will not affect your Final Pensionable Earnings until 12 months after the date of your last salary increase before 1 October 2019. So, if your last pay increase was on 1 April 2019, your Final Pensionable Earnings are likely to reach their capped amount on 31 March 2020. If you were to receive a salary increase on, say, 1 July 2019, your Final Pensionable Earnings are likely to reach their capped level on 30 June 2020.

Contributions to PSPS DB

The Company meets the full cost of benefits from PSPS DB.

You are not required to contribute to PSPS DB but you can choose to pay Additional Voluntary Contributions (AVCs), which are a flexible way of increasing your retirement benefits (although the value of these benefits may go up or down, depending on investment performance).

For more information regarding AVCs, please refer to the 'Guide to the Defined Benefit Section's Additional Voluntary Contribution arrangements' at <https://prudentialstaffps.co.uk/scheme-map/paying-avcs>.

You can start, increase, reduce or stop paying AVCs at any time by downloading and completing the relevant form (available from <https://prudentialstaffps.co.uk/documents/forms>).

What you get when you retire

When you retire, for most members, your pension from PSPS DB is calculated using the following formula:

Years and complete months of Pensionable Service	X	Final Pensionable Earnings
60		

Pensionable Service cannot usually exceed 40 years and the basic salary used to calculate your Final Pensionable Earnings will be capped at its level as at 30 September 2019 unless the full-time equivalent amount is less than £35,000.

Pensions are payable from Normal Retirement Date (age 60) but (subject to meeting certain criteria) you can start taking your benefits from PSPS DB before or after that date:

- Early retirement can be taken from minimum pension age (currently age 55, for most members). Your pension is usually reduced to reflect the fact that it will be paid for a longer period (unless you are retiring because of ill health and satisfy certain requirements).
- Late retirement can be taken up to age 75. If you continue to work for the Company, you can build up additional years of Pensionable Service until you reach the maximum of amount of service, usually 40 years. If, on reaching the maximum, you didn't start taking your pension, it would be increased each year until you started taking it to reflect the fact that it would be paid for a shorter period.

Options at retirement

At retirement you have a number of options (subject to certain conditions) including:

- exchanging up to 25% of your pension for a tax-free lump sum
- exchanging part of your pension to provide a higher pension for your dependants when you die
- taking a higher pension before State Pension Age and a lower pension after that date (to give you a more level total retirement income).

How your pension increases in retirement

Pension you earned for Pensionable Service from 6 April 1997 will increase each year broadly in line with inflation up to a cap. Increases to pension you earned for Pensionable Service before 6 April 1997 (in excess of any Guaranteed Minimum Pension) are made at the discretion of the Company. For full details, see the member guide at www.prudentialstaffps.co.uk

Leaving service or opting out of PSPS DB

Unless you retire or transfer your benefits to another pension arrangement, your pension would remain in PSPS DB until you start to take it and you would be treated as a deferred member. Your deferred pension is calculated in the same way as described above but using your Pensionable Service and Final Pensionable Earnings at the date you leave service/opt out.

Your deferred pension is revalued until you take it to reduce the impact of inflation. Different parts of your deferred pension would be increased before retirement at different rates:

- Any GMP would increase before retirement broadly in line with increases in the National Average Earnings index.
- Any pension in excess of GMP (and excluding certain other parts of your pension) would increase broadly in line with the **Consumer Prices Index (CPI)** subject to a cap of 5% pa relating to service before 6 April 2009 and 2.5% pa relating to service on or after that date.
- After the above increases have been applied, a top-up will be made to your pension, if necessary, to make sure that the amount in excess of GMP (and excluding certain other parts of your pension) is at least equal to the amount of pension in excess of GMP and relating to service on or after 1 January 1985 increased by 5% pa for each complete year before retirement (but not allowing for any increase on the pension in excess of GMP relating to service before 1 January 1985).

In almost all circumstances we would expect this top-up to bite, which is why when summarising the increases to pension in excess of GMP before retirement we have referred to this calculation.

For full details, see the member guide at www.prudentialstaffps.co.uk

You would also have the option of transferring your pension to another arrangement. You would need to take financial advice before you could transfer to a defined contribution scheme.

Death benefits

The death benefits payable will depend on what category of member you are at the date of your death. Please note that the death benefits under the rules can be complex so the below is a summary of the usual benefits only.

Active member:

If you die as an active member of PSPS DB, the following benefits would be payable:

- A lump sum usually equal to four times your Final Pensionable Earnings (calculated ignoring the cap on pensionable pay) at the date of your death. In addition, if you have paid AVCs, the value of your AVC fund would be paid as a lump sum.
- A pension for your Spouse, Civil Partner or Dependant(s), payable for life, usually equal to 54% of the pension you would have received at your Normal Retirement Date, broadly based on your Final Pensionable Earnings at the date of your death (subject to the cap after 30 September 2019) and the Pensionable Service you would have completed up to Normal Retirement Date.
- A pension for up to three Eligible Children of 18% of, broadly, the pension you would have received at Normal Retirement Date (calculated as described above).

Deferred member:

If you die as a deferred member of PSPS DB, the following benefits would be payable:

- At the Company's discretion, a lump sum equal to five times your deferred pension had it come into payment on the date of your death (reduced for early payment). In addition, if you have paid AVCs the value of your AVC fund would be paid as a lump sum.
- A pension for your Spouse, Civil Partner, or Dependant(s) payable for life, usually equal to 50% of your deferred pension, including any increases (known as revaluation) granted from your date of leaving up to the date of your death.
- A pension for up to three Eligible Children of one-sixth of your deferred pension (calculated as described above).

Pensioner member:

If you die whilst in receipt of a pension from PSPS DB, the following benefits would be payable:

- A lump sum equal to any unpaid balance of your first five years' pension payments (not taking into account any future increases).
- A pension to your Spouse, Civil Partner or Dependant(s), payable for life, usually equal to 50% of the full pension you were entitled to at retirement (ie before exchanging any pension for a tax-free lump sum and excluding any pension from AVCs) plus any increases granted since that time.
- A pension for up to three Eligible Children of one-sixth of your pension (calculated as described above).

Making your wishes known

The Trustee decides who should receive any lump sum benefits payable on your death, but consideration would be given to anyone that you have nominated as a beneficiary on your Expression of Wish Form. You can download a form from the PSPS DB website at www.prudentialstaffps.co.uk/documents/forms

Ill-health benefits

If you have to leave Service with the Company at any age due to ill health, you may be able to receive an immediate early retirement pension. Two categories of ill-health pension are available; the level which applies would depend on the view of the Company's medical adviser as to the extent of your ill health:

- **Total Incapacity Pension (meaning you cannot undertake any paid employment):** A pension calculated using your potential Pensionable Service to your Normal Retirement Date and your Final Pensionable Earnings (subject to the cap after 30 September 2019). The amount payable would not be reduced to take account of early payment.
- **Serious Incapacity Pension (meaning you cannot undertake your current job or a similar job):** A pension calculated using the Pensionable Service you have completed up to the date you leave service and your Final Pensionable Earnings (subject to the cap after 30 September 2019). The amount payable would not be reduced to take account of early payment.

Note that normally you would be considered for short-term and long-term sickness benefits for six months and two years respectively before leaving service with the Company. However, you could apply for an ill-health pension sooner. If you were to do this, were found eligible and decided to proceed, then your Company service would cease on your ill-health retirement.

As a deferred member of PSPS DB, you could apply to take your deferred pension early, with no minimum age, if you are unable to undertake your current job or similar job. It would be reduced for early payment.

Appendix 4: Overview of PSPS DC

This section of the Guide gives a summary of the benefits that would apply if you stopped being an active member of PSPS DB and joined PSPS DC. For more details please refer to the member guide which can be found at <https://www.prudentialstaffps.co.uk>

Both this document and the member guide are summaries and in the event of any conflict with the PSPS DC Trust Deed & Rules, then the latter shall prevail. The employers also retain the right to make changes to PSPS DC.

How your pension builds up

Members of PSPS DC build up their own individual pension pot made up of contributions and investment

returns on those contributions. The cap on basic salary does not apply to members of PSPS DC so contributions would be based on full Pensionable Pay. At retirement, they can choose how they use their pension pot from a range of options.

Contributions

If you join PSPS DC, you would be defaulted to a personal contribution of 1% of your basic salary. After joining, you can choose to increase your contributions or stop paying them at any time. If you choose not to contribute, the Company will pay in 8% of your basic salary. If you choose to contribute, the Company will make additional contributions. The table below shows the PSPS DC contribution structure from 1 April 2019.

Your contributions	Employer contributions	Total contributions
0%	8%	8%
1%	9%	10%
2%	10%	12%
3%	11%	14%
4%	12%	16%
5%+	13%	18%+

If you decide to contribute to PSPS DC, you can pay in up to 100% of your pay. Under current regulations, you would receive tax relief on any contributions you make up to certain limits. This means that a contribution of £100 would only cost you £80 if you pay tax at 20% and £60 if you pay tax at 40%.

The Company also operates a salary sacrifice arrangement, Pensions Plus, which may further reduce the impact of paying contributions on your take-home pay. For more information please visit <https://dc.prudentialstaffps.co.uk>.

Investing your contributions

Members of PSPS DC can decide where to invest their pension pot from a range of funds selected by the Trustee. If you don't make a decision, your pension pot is invested in a default fund selected by the Trustee. Selecting the right investment strategy is a very important decision, as it will impact the amount of benefits you receive on retirement. For further information, you should refer to the Investment Guide which can be found in the Document library of the PSPS DC website: <https://dc.prudentialstaffps.co.uk/document-library>

What you get when you retire

You can retire at any time between age 55 (or age 50, if you joined PSPS DC before 6 April 2006) and age

75. When you retire you can choose how you use your pension pot. Your options include:

- taking up to 25% of your pension pot as a tax-free lump sum (to do this you must use the rest to buy an annuity or move it to another arrangement)
- using your pension pot to provide a guaranteed income for life (known as an annuity)
- taking the whole of your pot as a single lump sum (25% would be tax free and the rest would be subject to income tax)
- moving your pension pot to a drawdown arrangement which you can then access flexibly (ie take income/lump sums as needed).

If you want to take benefits from your pension pot whilst continuing to work for the Company, you can as long as:

- you have reached minimum pension age (currently age 55, or age 50 if you joined PSPS DC before 6 April 2006)
- you have at least £20,000 in your pension pot and you use at least £10,000 or, if greater, 10% of your pension pot
- you leave at least £10,000 in your pension pot.

Currently, if you were to do this, a lower Annual Allowance (the Money Purchase Annual Allowance or MPAA) would apply to your DC pension savings. The allowance is currently £4,000 – please see **page 41** for more details.

Death benefits

The death benefits payable would depend on what category of member you are at the date of your death. Please note that the death benefits under the rules can be complex, so the below is a summary of the usual benefits only. The Company has discretion to change these death benefits.

Active member

If you die as an active member of PSPS DC, the following benefits would usually be payable:

- A lump sum payment of four times your Pensionable Pay (offset by any lump sum benefits payable from PSPS DB).
- A lump sum payment equal to the value of your pension pot.
- If you have not flexibly retired under PSPS DB and remain a deferred member of PSPS DB (or have transferred-out), a further four times your Pensionable Pay as a lump sum or for the provision of dependants' pensions.

The first and last of these benefits would be subject to any limits or criteria imposed by the scheme's insurers.

Deferred member

If you die as a deferred member of PSPS DC, the value of your pension pot would be paid as a lump sum. Death benefits as a deferred PSPS DB member – see **Appendix 3** – would also be payable.

Death after retirement

The benefits payable on your death would depend upon the choices you make when you retire. For example, if you buy an annuity, you can choose whether payments stop when you die or continue to be paid (in full or in part) to a dependant. Death benefits as a PSPS DB pensioner – see **Appendix 3** – would also be payable.

Making your wishes known

The Trustee decides who should receive any lump sum benefits payable on your death but consideration would be given to anyone that you have nominated as a beneficiary on your Expression of Wish Form. You can download a form from the PSPS DC website at <https://dc.prudentialstaffps.co.uk/document-library/forms>

Ill-health benefits

Provided they are actively at work when they join, PSPS DC members automatically participate in our long-term ill-health plan that pays a benefit of 50% of salary for up to five years, or State Pension Age if sooner. Pension contributions are paid in addition. While this benefit is provided by the employers through an insurance policy and not via PSPS DC, a booklet with more details can be found on the PSPS DC website at: <https://dc.prudentialstaffps.co.uk>. Coverage is subject to any terms and conditions imposed by our insurers.

If at the end of the five years you are still unable to work you would leave our employment and an additional lump sum pension contribution would be paid to PSPS DC. Provided your inability to work was permanent (and certain other conditions are satisfied), or you were over age 55, you would be able to use your pension pot to provide an income/lump sum. You would need to provide satisfactory medical evidence that, in the opinion of the Trustee, you had become too ill to work.

Saving into a pension arrangement has a number of tax advantages, however HMRC imposes limits on how much you can save without paying additional tax charges. Please note the below reflects our understanding of the current tax position, but this may be subject to change.

Lifetime Allowance

The Lifetime Allowance is a limit on the total value of the pension savings that you can build up during your working life (across all registered pension arrangements) without incurring tax charges. This limit is set by the Government and is £1.055 million for the 2019/20 tax year (although some people have protections which mean they have a higher Lifetime Allowance). If the value of your pension benefits exceeded the Lifetime Allowance, you may then be subject to an additional tax charge on the excess amount when benefits are paid to you. If the excess benefits are taken as pension, the tax charge is 25% (and the pension is also subject to income tax) but if you take them as a lump sum, the tax charge is 55%.

The value of your pension benefits is, for the purpose of comparing them to the Lifetime Allowance, usually 20 times the annual rate of any DB pension, plus any tax-free lump sum, plus the value of any DC benefits.

Annual Allowance

The Annual Allowance is a limit on the amount of pension savings that you can build up over each tax year without incurring tax charges.

The Annual Allowance is currently £40,000 for most people, although this will be reduced if, broadly, your taxable income plus pension saving is over £150,000, or if you have already accessed DC benefits flexibly. If the value of the pension benefits that you accrue in any tax year exceeds your Annual Allowance in that tax year (including any carried forward Annual Allowance from the previous three tax years), the excess is subject to income tax at your highest marginal rate.

If you need any further information on either the Annual Allowance or the Lifetime Allowance visit www.hmrc.gov.uk/tax-on-your-private-pension

Appendix 6:

Glossary of terms used

Active member

A member who is employed by the Company and continues to build up additional years of Pensionable Service.

Added Years Service

These are the extra years of service granted to some members in respect of benefits that they may have transferred in from a previous pension scheme.

Additional Voluntary Contributions (AVCs)

These are contributions that you have paid into PSPS DB to secure additional DC benefits.

Annual Allowance

The Annual Allowance is a limit on the amount that can be contributed to all of your pension arrangements each tax year on a tax-effective basis. It is subject to change and currently depends on your total level of income. For more information about the Annual Allowance, visit <https://www.gov.uk/tax-on-your-private-pension/annual-allowance>

Civil Partner

This is the person you have entered into a registered Civil Partnership with under the Civil Partnership Act 2004.

Company

M&G or any associated company/employer that offers you membership of PSPS.

Consumer Prices Index (CPI)

The official index used by the Government as its measure of inflation. The Government previously used the Retail Prices Index as its official index for measuring inflation.

Deferred member

A member who has either left the Company or opted out of PSPS and who has not transferred their benefits out or started to take their pension.

Defined Benefit

A defined benefit (DB) pension arrangement is one where your pension at retirement is calculated based on the number of years you worked and your pensionable earnings. PSPS DB is a DB arrangement.

Defined Contribution

A defined contribution (DC) pension arrangement is one where members and their employers pay set contributions into the scheme. The member builds up a pension pot for providing for their retirement, but the amount of that pot is not guaranteed. PSPS DC is a DC arrangement.

Dependant

Your Spouse / Civil Partner or any other person who, in the opinion of the Trustee, is financially dependent upon you at the date you take your pension or die.

Earnings Cap

The Earnings Cap is a limit applied to your salary and Pensionable Bonus (if applicable) if you joined PSPS DB after May 1989. For the tax year 2019/20 it is £166,200.

Eligible Child

In most cases, this means your own or adopted child under age 18 or older if still in full-time education/vocational training and the Trustee so decides (though not normally beyond age 23).

Final Pensionable Earnings

Until 30 September 2019:

Broadly, the greatest of:

- salary in the last year plus Pensionable Bonus (if any)
- highest salary for any one tax year in the last five tax years plus Pensionable Bonus (if any)
- average salary for the best three consecutive tax years in the last 10 tax years plus Pensionable Bonus (if any)
- annual rate of salary at current date (for PPLAS members) plus Pensionable Bonus (if any).

For members who joined PSPS DB after May 1989, salary (and Pensionable Bonus, if applicable) are restricted to the Earnings Cap.

From 1 October 2019:

Calculated in the same way as above except if your full-time equivalent basic salary is £35,000 or more on 30 September 2019, salary increases awarded after 30 September 2019 are not included in the calculation. If your full-time equivalent basic salary is less than £35,000 on 30 September 2019, salary increases awarded after 30 September 2019 are included in the calculation until your full-time equivalent salary exceeds £35,000 at which point, the salary used to calculate Final Pensionable Earnings will be capped at £35,000.

This change does not apply to the calculations of death in service lump sums and pensions arising from added years of service from AVCs and transfers in. In these instances, Final Pensionable Earnings will be calculated as per the definition above, ignoring the £35,000 threshold.

Full-Time Equivalent Basic Salary

Where you work part-time, this tells you what your salary would be on a full-time basis. For example, if you work 50% of the hours of a full-time role with a salary of £15,000, your full-time equivalent would be £30,000.

Guaranteed Minimum Pension (GMP)

If you were an Active member of PSPS DB at any time between 6 April 1978 and 5 April 1997 (inclusive), you will probably have accrued a GMP. This is the minimum pension PSPS DB must pay to you as a result of you contracting out of either the State Earnings Related Pension Scheme (SERPS) or the Second State Pension (S2P). You may also have transferred a GMP into PSPS DB from a different scheme you were a member of in that time.

Lifetime Allowance

The Lifetime Allowance (LTA) is a limit on the amount of pension benefit that can be built up in all of your pension schemes on a tax-effective basis over your lifetime. Currently the LTA is £1,055,000 but this figure is subject to change. For more information about the LTA, visit <https://www.gov.uk/tax-on-your-private-pension/lifetime-allowance>

Minimum Pension Age

The earliest age at which benefits can be taken from a registered pension scheme. Minimum Pension Age is set by the government and is expected to increase to 57 in 2028.

Normal Retirement Date

The date at which you are expected to retire. For most members your Normal Retirement Date is age 60 although it is age 65 for some male members. You will have been told if your Normal Retirement Date is not age 60. Your Normal Retirement Date is sometimes referred to as your Normal Pension Date.

Pensionable Bonus

If you are eligible this is the amount of bonus that is included in your Final Pensionable Earnings. The level of Pensionable Bonus to be used will depend upon which definition of Final Pensionable Earnings applies.

Pensionable Pay (in respect benefits in PSPS DC)

This means your basic salary, before any reduction for salary sacrifice, such as Pensions Plus.

Pensionable Service

This is the amount of time you have been an active member of PSPS DB since your date of joining. It will reflect any periods of part-time service. For example, if you work 50% of full-time hours for a year, you will accrue 0.5 years of service for that year, rather than one year. Pensionable Service cannot exceed 40 years for most members.

Pension Pot

Your individual fund in PSPS DC made up of contributions and investment returns.

Pensioner Member

A member who is receiving a pension from PSPS DB.

Pensions Plus

The Company operates a salary sacrifice arrangement called Pensions Plus. For more information please see the Company's document Your Guide to Pensions Plus or available at <https://dc.prudentialstaffps.co.uk>

PPLAS member

A member of PSPS DB who joined on 6 April 1992 and immediately before this date was a member of the Prudential Pension and Life Assurance Scheme.

PSPS DB

The defined benefit section of the Prudential Staff Pension Scheme.

PSPS DC

The defined contribution section of the Prudential Staff Pension Scheme.

Salary (in respect of PSPS DB)

For most members means basic annual salary, before any reduction for salary sacrifice, such as Pensions Plus.

Spouse

This is the person to whom you are legally married. This includes opposite-sex spouses and same-sex spouses.

State Pension

The pension you receive from the State when you reach State Pension Age.

State Pension Age

The earliest age at which you can claim your State Pension. Your State Pension Age depends on when you were born. To find your State Pension Age go to www.gov.uk/state-pension-age

Trustee

Prudential Staff Pensions Limited, a limited company, is the Trustee of the Prudential Staff Pension Scheme and is responsible for ensuring that the Scheme is administered in accordance with the Trust Deed and Rules. The Trustee holds, manages and invests assets for the benefit of the members and their beneficiaries.

It is governed by a Board of Trustee Directors, some of them Company nominated and some member nominated.

