

DURBAN PENSION FUND GUIDELINES FOR BENEFICIARIES

**6th Floor
Florence Mkhize Building
251 Anton Lembede (Smith) Street
Durban 4001**

Telephone : 031 311 1611

1. BENEFITS ON DEATH OF A PENSIONER

- 1.1 The widow/widower of a pensioner will initially be entitled to the same pension as the deceased pensioner for a period of three months and thereafter will receive 60% (40% if married after retirement) of the pensioner's pension prior to commuting.

The table below provides examples of the widow/er pensions payable as a percentage of the deceased member's actual pension based on the amount of pensions commuted at the time the actual member retired:

% Commuted at Date of Retirement	% of Deceased Member's Pension Payable to Widow/er	
	Married Before Retirement	Married After Retirement
0%	60%	40%
10%	66.7%	44.4%
25%	80%	53.5%
33 $\frac{1}{3}$ %	90%	60.0%

- 1.2 Child pensions will also be payable if the child has not been married and is:-
- less than 18 years of age; or
 - up to 24 years of age if still in continuous full-time study.
- 1.3 The calculations of the widow/widower pension may only commence once the fund is in receipt of the following documents:
- certified copy of death certificate
 - marriage certificate
 - banking instructions of widow/widower
 - widow/widower's identity document
 - children's identity documents and proof of continuous full-time study if over 18 years of age.

The administrative process of bringing a widow/widower onto the pay system following the death of a pensioner does take time and alternative provision should be made to meet monthly expenses for up to 2 months following the receipt of the required documentation.

Should you have any queries in the above regard please contact:

Mrs Jennifer Bohus	-	Telephone : 031 311 1609
Ms Nomvuselelo Madiba	-	Telephone : 031 311 1615
Mr Thami Mtshali	-	Telephone : 031 311 1614

2. POINTS TO REMEMBER

- 2.1 The following amounts may be deducted from monthly pensions:
- (a) Medical Aid - if you are a member of a medical aid scheme you will need to make contact with your medical aid should you wish to continue your membership.
 - (b) Tax on monthly pension, if applicable.
 - (c) Durban Municipal Thrift Fund savings if applicable.
- 2.2 Every year in June/July you will be posted a Pension Continuation Certificate (PCC). To avoid suspension of pension payments this Certificate must be completed and returned promptly together with a copy of your identity document. If your pension is suspended it will only be reinstated in the month following receipt of your completed Pension Continuation Certificate. Should you not receive this certificate by the end of July you should make contact with the Administrator.
- 2.3 Advise the Fund timeously and in writing of any change of banking details, residential or postal address or personal particulars.
- 2.4 Contact the Fund whenever you have a problem with your pension.

Ms Jennifer Bohus - 031 311 1609
Ms Nomvuselelo Madiba - 031 311 1615

- 2.5 With the exception of December pension, your pension will be paid into your nominated bank account on the 27th of each month, or the closest working day prior to the 27th if the 27th falls on a weekend or a public holiday. December pension will be paid on the second working day prior to the 25th December.
- 2.6 You will be provided with a pay advice on your first pay month and thereafter only when there is a change in your net pension, e.g. July (increase), November (bonus), etc.

3. ANNUAL BONUS

An annual bonus is paid in November each year. The bonus paid is equal to the actual pension paid in that month. The first bonus payable is in proportion to the number of months that the deceased member/widow/widower has been on pension in the preceding 12 month period.

4. ANNUAL INCREASES

Increases in pensions are granted from 1 July each year. The Fund's pension increase policy is to increase pensions in line with the average monthly increase in the consumer price index over the previous 12 months ended the prior January of each year. Any increase in pensions is subject to affordability. The eThekweni Municipality has however agreed to guarantee that pensions will be increased each year by at least 60% of the increase in the consumer price index. In terms of the current increase policy pensions are therefore increased by a maximum of 60% and up to 100% of the consumer price increase subject to affordability.

5. DISPUTE RESOLUTION

Disputes regarding the Fund may be addressed to the Pension Fund Administrator, 6th Floor, Florence Mkhize Building, 251 Anton Lembede Street, Durban, or to the Principal Officer, P O Box 205, Durban, 4001 or to the Pension Funds Adjudicator, P O Box 651826, Benmore, 2010.

6. BIRTHDAY AWARDS

Birthday awards are payable in the month a pensioner or surviving spouse turns 70, 80, 90 and 100 years of age.

7. RESIDUAL VALUE

A residual value equivalent to twice the member's contributions less any amount paid in the form of commutation and monthly pension is payable.