

Dear Colleagues,

Your vote matters! In the coming weeks, you should receive your UPP Transition Notice Package by mail to your home address.

The package includes information about your individual pension entitlements based on your pension plan status as of September 30, 2018.

You will also receive an individual consent form in their Notice Package. When you receive it, if you support the conversion to the UPP, please **complete and return the consent form as soon as possible**.

The UPP conversion involves transferring the assets of your Queen's Pension Plan to the newly established UPP. This process is governed by the Ontario Pension Benefits Act and requires a specific level of consent from active plan members to proceed.

If you support the conversion to the UPP, you must complete and return your consent form – **it must be received no later than the end of the day on June 28, 2019**.

Not returning your consent form is counted as a vote against the proposed UPP.

WHAT YOU NEED TO DO

In the next few weeks, you should:

- 1) Carefully review the contents of your Notice Package. We encourage you to visit the [UPP website](#) for more information about the UPP and the conversion process.
- 2) Decide whether you support the conversion to the UPP.
- 3) If you support the conversion, please complete the consent form and mail it using the enclosed pre-addressed return envelope at your earliest convenience and **no later than June 28, 2019**.

Please note:

Every effort has been made to provide complete and accurate information within your Notice Package, based on your status on September 30, 2018. Should you notice any discrepancies, please contact Bob Weisnagel, Director of Pension Services, at bob.weisnagel@queensu.ca.

Regards,
Donna

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The Office of the Vice-Principal (Finance and Administration) acknowledges that Queen's University is situated on traditional [Anishinaabe and Haudenosaunee Territory](#). We are committed to effective resource stewardship, championing inclusivity and creating a culture of sustainability.