



# SHEPP

SASKATCHEWAN HEALTHCARE  
EMPLOYEES' PENSION PLAN

Participating Employer Newsletter



January 2013

## New Year Checklist

Below is a list of SHEPP related jobs that are required to be completed early in 2013:

### 1. Make sure you offer membership in SHEPP to casual and temporary employees who have met the eligibility requirement

The annual measurement results are now available. Please ensure membership is offered to casual and temporary employees who have met the eligibility requirements. For eligibility rules, see Chapter 5 of the *Employer Administrative Manual*.

### 2. If you don't subscribe to 3sHealth payroll, start to calculate your Pension Adjustments (PAs)

PAs must be calculated for every active, retired and terminated member who earned a SHEPP benefit while working for you in 2012. The deadline for calculating PAs is **February 28, 2013**, when members T4 slips are due. The *2012 SHEPP PA Guide* is available online at [shepp.ca](http://shepp.ca) and [SHEPPWeb](http://SHEPPWeb).

### 4. If you don't subscribe to 3sHealth payroll, complete and Annual Data Verification (ADV)

The ADV is used to collect information that SHEPP requires to update its records and produce annual statements for members. Use *Employer Access* to complete and file the return online. The deadline for submitting the return is **February 28, 2013**.

## Facts and Figures

Here are a few facts, figures and dates to keep in mind for 2013.

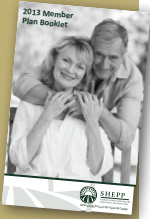
SHEPP Figures	
YMPE	\$ 51,100
Maximum contribution limit	\$ 13,841.05
Maximum pensionable earnings	\$150,163.50
Contribution rates	Members contribute 7.7% of pensionable earnings up to the YMPE, and 10.0% above the YMPE. Employers contribution 112% of what members contribute.

Important Dates	
15th of each month	Deadline for remitting contributions for the previous month.
February 28	Deadline for calculating PAs
February 28	Date non 3sHealth payroll subscribers must file their ADV.

## 2013 Member Plan Booklet is now available.

The updated 2013 Member Plan Booklet is now available in print and electronic versions.

The *Pension Benefits Act, 1992*, requires that every new Plan member be provided with a copy of this booklet when they join the Plan.



This handy reference outlines a variety of Plan details including information about:

- joining the Plan;
- designating a beneficiary;
- retirement benefits;
- forms of pension;
- termination and death benefits;
- portability options; and
- an updated section on disability.

For more information, or to order print copies of the booklet please contact:

Gary Davidson  
Employer Services Officer  
E-mail: [gdavidson@shepp.ca](mailto:g davidson@shepp.ca)  
Phone: 306.751.8334

## Member Presentations

Do you have a group of employees who are close to retiring or a group of new employees who are eligible to join SHEPP? We can make a presentation to your employees explaining all of the benefits they receive as members of the Plan.

If you would like to arrange for someone to make a presentation about SHEPP please contact:

Kelley Orban  
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