

# Pension Plan

## Current Service Buyback

The Current Service Buyback provisions provide you with a one-time option to purchase a missed period of pensionable service within six months of returning to full duties and regular equivalent full-time hours (EFT) from an approved, unpaid leave of absence (LOA)/layoff. The missed period of pensionable service cannot exceed 54 weeks in duration (or 52 weeks prior to May 31, 2010).

The buyback amount will be based on your pensionable salary, EFT hours of work, and pension contribution rates in effect at the start of your approved unpaid LOA/layoff.



### Types of Leave Eligible for Current Service Buybacks

**Please Note:**

*Under the Income Tax Act, the total period of service on and after January 1, 1992, that a member may buyback cannot exceed:*

- Five years, and
- A combined maximum of 36 months of parental leave with a maximum of 12 months for any one period of parental leave.

- Maternity/parental leave
- Educational/professional leave
- Personal leave
- Compassionate care leave
- Sick leave
- Workers Compensation Board (WCB) leave
- Manitoba Public Insurance leave
- Layoff

### Application & Calculation Process

**Please Note:**

- *To be eligible to purchase the missed pensionable service under the Current Service Buyback provisions, HEB Manitoba must receive your application form within six months of your return to full duties and regular EFT from an approved unpaid LOA/layoff.*
- *Any pension contributions made during the approved unpaid LOA/layoff will be excluded from the buyback cost.*
- *If you are (or were previously) on an unpaid LOA/layoff in excess of 54 weeks, HEB Manitoba will adjust the employment service granted for any period greater than 54 weeks accordingly (or for any period greater than 52 weeks prior to May 31, 2010).*
- *If you are (or were previously) on an unpaid LOA/layoff in excess of 24 months, with no contributions remitted on your behalf to the Plan, your Plan membership will be terminated. No employment service will be granted for the period spent on the unpaid LOA/layoff. Any employment service that was previously granted will be adjusted accordingly and Pension Plan termination options will be sent to you.*

To request information about the cost of purchasing your missed period of pensionable service, please:

- Complete a *Current Service Buyback Application Form*, and
- Return the form to the employer who approved the unpaid LOA/layoff for their verification.

If you are applying for, or have been approved for Long Term Disability benefits within the last six months, contact our office for more information.

The application form can be obtained from your employer or the HEB Manitoba website at [www.hebmanitoba.ca](http://www.hebmanitoba.ca).

HEB Manitoba will provide a *Current Service Buyback Option Statement* to you, which will include the amount required to purchase this service and the estimated increase to your monthly pension.

You pay both the employee and employer contributions to purchase this service. If you are receiving WCB benefits and elect to buyback your pensionable service, you pay only your share of the contributions and your employer is invoiced for their share.

---

## Payment Options & Deadline Date

You can pay for the missed period of pensionable service by cheque or you can transfer funds from a Registered Retirement Savings Plan (RRSP) by completing and submitting a Canada Revenue Agency (CRA) T2033 form.

If the *Current Service Buyback Option Statement* and payment are not returned to HEB Manitoba by the date indicated on the Option Statement, your opportunity to purchase the pensionable service under the Current Service Buyback provisions will expire.

In the future, you may elect to purchase the service at any time up to 60 days prior to termination of your employment or up to 60 days prior to your retirement date. However, the buyback will be considered a Past Service Buyback and the cost will be actuarially determined based on your age and annual salary on the date you sign the *Past Service Buyback Application Form*. Therefore, the cost may be higher.

---

## Tax Information

All pensionable service purchases are subject to the Healthcare Employees' Pension Plan provisions and CRA regulations. Purchasing pensionable service may affect the amount you can contribute to RRSPs. For information on tax implications, please contact a tax or financial advisor, or the CRA.

---

## For More Information

Please visit our website at [www.hebmanitoba.ca](http://www.hebmanitoba.ca) or contact us:

**Phone:** (204) 942-6591

**Toll-Free:** 1-888-842-4233 (outside Winnipeg)

**Email:** [info@hebmanitoba.ca](mailto:info@hebmanitoba.ca)

**Mail:** 900-200 Graham Avenue, Winnipeg MB R3C 4L5

