



GQM

Wealth Managed

Unclaimed Benefits Preservation
Provident and Pension Funds

(Pension Fund Registration numbers 12/8/38056 and 12/8/38066)

What is an Unclaimed Benefit

A benefit that has not been paid within 24 months from the date which it became legally due and payable to the member or beneficiary

A benefit payable to a former in terms of an approved surplus apportionment which has not been paid within 24 months after approval of such surplus scheme by the Registrar

Who may transfer benefits to an unclaimed benefits fund

Any fund who wishes to preserve unclaimed benefits outside that fund may through the board of trustees of that fund elect to transfer unclaimed benefits to the unclaimed benefits fund

Investments

Investment mandates and strategies are designed taking into account an analysis of the statistical information on unclaimed benefits

Annual reviews are performed to determine the profile of the fund and benefits it holds

Benefits transferred to the fund are invested in the Sasfin MET Balanced Portfolio. This is a Regulation 28 compliant portfolio.

Administration

Funds are administered by GQM Fund Administrators.

GQM Fund Administrators provides focused solutions in administration of retirement funds.

The GQM administration system, ComPen is independently supplied and supported by Megatech Systems (Pty) Ltd.

The trustees of the transferring funds must complete a resolution to allow for the transfer of unclaimed benefits, current and future, to be transferred.

An application form must be signed and submitted to GQM.

On receipt of a transfer a record is created for the member and the transfer amount allocated.

The member benefit is invested and values are updated with daily pricing.

Should a valid claim arise or a member is traced the member's claim will be processed.

The funds are debited with fund expenses such as admin fees bank charges, independent trustees fees, etc.

Tracing

The funds have a formal documented Tracing Policy as adopted by the fund trustees.

Agreements are in place with approved and recognised tracing agents who have a comprehensive data base and high success rates in the industry.

Tracing is performed once every 12 months by tracing agents where a member has a fund credit of R500 or more.

Alternate tracing methods are used in respect of members with fund credits below R500.

Tracing is performed on a "no trace – no fee" basis.



Depletion

Individual member credits are credited with positive fund returns and debited with expenses and negative fund returns (very unlikely given the nature of the investments).

Should total accumulated expenses exceed the member credit, the member credit could be depleted.

Costs and Fees

Costs are structured in a simple and fair to all basis.

The following fees are applicable;

Administration Fee -R16.50 per member per month (excluding Vat).

Investment Admin Fee - 0.25% of fund assets per annum (excluding Vat)

Tracing fee ±R270 per successful trace (based on external rates and may change from time to time).

In certain limited instances fee structures may be negotiated to suit specific fund needs.

In certain instances a transferring fund Consultant (if any) may receive a once off Consulting Fee between 0% to 1% (as approved by the previous fund trustees), excluding VAT of the gross transfer amount.

Governance

The funds were approved by the Financial Services Board and South African Revenue Services with effect from 01 October 2011.

The funds have 2 highly qualified, independent trustees and 2 sponsor trustees.

The Fund Principal Officer and Chairman of Trustees are independent persons.

Fund auditors – Deloitte & Touche.

Fund actuary – the funds are exempt from actuarial valuation.

Bankers – Standard Bank.

Fidelity cover (Fund) – Camargue Underwriting Managers.

Fidelity cover (GQM) – AIG.

GQM Fund Administrators (Pty) Ltd (2006/037956/07) is an authorised Financial Services Provider FSP No.31807 and an Approved Fund Administrator in terms of S13B of the Pension Funds Act – No.24/449