

# Independent Trustee Option

## Irish Life one-member company pension plans

### THE BENEFITS TO YOU:

- The service is currently **free** to your customers – Irish Life will cover the cost until 2016 at least.
- The process is **simple** – no additional paperwork for new customers and one form for existing customers.
- The independent trustees will **support** the importance of getting advice from you, the broker
- Irish Life and the trustee will ensure we keep you, the employer and employee informed at all times

The introduction of trustee training requirements has led to a focus on the duties of a trustee. Our Trustee Training Workbook, which has been very well received, covers these duties and where Irish Life helps meet these obligations.

However, if the employer does not wish to act as trustee, we now offer the option of appointing an independent trustee company **at no charge to the client – Irish Life will cover the cost until at least 2016.**

The independent trustee will have a responsibility to oversee the pension scheme and act in the best interest of the member and beneficiaries. We are working with two independent trustee companies to provide a trustee service on one-member company pension schemes with Irish Life:

#### Independent Trustees Services (ITS)

ITS are part of the ITC Group, which has been trading since 1993. Headed by Aidan McLoughlin, they aim to provide a high-quality and professional independent trustee service. For more information see [www.independent-trustee.com](http://www.independent-trustee.com).



#### Dedicated Trustee Services Ltd (DTS)

DTS is a corporate trustee company with the sole purpose of providing independent trustee services to Irish Pension Schemes. Headed by Rosemary Burke and Michael Hickey, their combined experience of over 30 years in pensions and law enables the provision of careful, practical and expert service. For more information see [www.dtstrustees.ie](http://www.dtstrustees.ie).



Both independent trustees are committed to supporting you as the advisor by stressing the importance of the member taking advice. In fact, the independent trustees will contact the employee in certain events to remind the employee of the importance of taking advice. For example, before the client takes retirement benefits.

### Why appoint Independent Trustees?

#### Experience

An employer may not have any pensions or trustee experience in-house. Given the increasing legislative and regulatory requirements an employer may prefer to appoint a professional expert.

#### Transparency and Autonomy

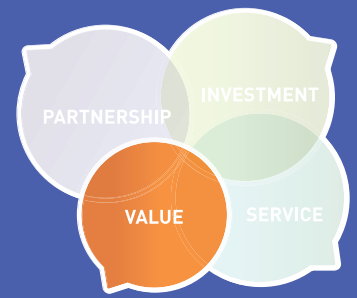
Potential conflicts of interest may arise where people, for example a Life Office, hold dual roles. Using a professional independent trustee ensures that the operation of a scheme is transparent, and can give the members peace of mind that their interests are being protected.

#### Full range of options

Some other Life Offices that act directly as trustees have limited the investment choice to reduce any risk to them. Clients that choose an independent trustee would have the benefit of the full range of investment options.



**Irish Life**



## How does the process work?

### New pension plans

There is no extra paperwork – simply tick either ITS or DTS as trustee when completing the letter of exchange. If neither are ticked, the employer remains as trustee.

### Existing pension plans

Existing clients who want to appoint an independent trustee need to complete the appropriate supplementary letter of exchange and tick either ITS or DTS.

### Ongoing communication

#### When will the independent trustees contact the client?

- The Independent Trustee will send a welcome letter to the employer and employee, to confirm that they act as trustee.
- As the independent trustee is the legal owner of the pension plan, they may also need to become involved at certain other times for example,
  - on the death of the member
  - if a Pension Adjustment Order is issued following the divorce or judicial separation of the member
  - on a complaint involving the Pension Ombudsman or that involves the trustees Internal Disputes Resolution procedure
- If the independent trustees contact the member at any stage they will copy you in correspondence

#### Irish Life contact with the client

Rather than getting the trustee directly involved going forward we will simply inform them of actions such as switches, reductions or other amendments and to make the process as efficient as possible:

- Where actions such as these happen, we will remind the member of the importance of advice
- We will communicate directly with the most relevant person – for example we'll accept fund switches from the employee rather than the trustee and we will send the employee items like benefit statements directly.
- on retirement – Irish Life will deal directly with the trustee to arrange for sign off of any claims.

#### If you want to change trustee in the future

- The employer has the power to appoint a new trustee at any stage or become trustee themselves.