



Rolls-Royce Retirement Savings Trust

Transferring-in a previous pension benefit

If you've got retirement savings or pension benefits from a previous period of employment, you might be able to transfer them to the Rolls-Royce Retirement Savings Trust.

Generally speaking, the Savings Trust can accept transfers from most defined contribution schemes but it can't accept transfers from defined benefit schemes.

You also need to be actively contributing to the Savings Trust as well.

What should I consider before transferring?

A key consideration should be the annual management charge (AMC) and any additional expenses. This charge is paid by you as a member and it's a percentage taken from the value of your retirement savings. So the smaller the charge, the less you'll have taken from your savings to pay it. This can really add up over time.

You can find the Savings Trust's charges in the member guide. They vary depending on where you invest your money.

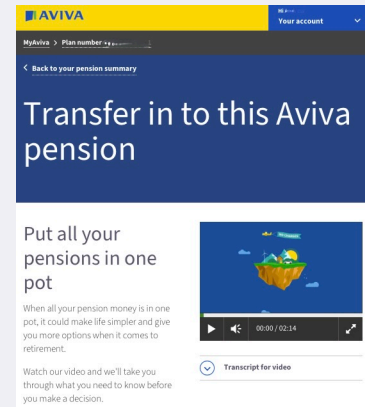
RISK RATING	FUND NAME & RISK CODES	FUND TYPE	TER	
			TOTAL AMC	ADDITIONAL EXPENSES
5	Aviva Pension MyM BlackRock Target Dated Fund 2040 Risk code: A, B, C, D, F, H	Active	0.260%	0.04%

Make sure you compare this fee against your existing scheme's charges.

How do I find out about transferring?

The Savings Trust is administered for us by Aviva, and so you'll need to follow their process when transferring your benefits. They've produced a useful guide to transferring, which you can see by logging in to your account in the MyWorkplace app or website and heading to the **Transfer a Pension**

section. It'll tell you what you need to consider, the information you need to get from your previous scheme and how the whole process works.



Remember you can always access your MyWorkplace account password-free by using the **TotalReward Portal** quick links.

How does it work?

Firstly, contact the dedicated Rolls-Royce team at Aviva. They'll talk you through the process and send you some paperwork. It's helpful at this point to already have details of the pension that you want to transfer.

Once you send this back, Aviva will ask your previous pension provider to transfer the money.

If your old scheme is part of the Origo Transfer Service, the transfer will be quicker than if it's from a scheme that doesn't participate. That's why transfers can take anything from one to six weeks to complete.

Aviva will contact you once the transfer has been completed and you'll be able to confirm this by checking your MyWorkplace account.

How do I contact Aviva?

You can call them on 0345 604 0803 (Monday to Friday, 8am to 5.30pm) or email rolls-royce.mymoney@aviva.com to get started.

Remember, it's best to have your old pension scheme details to hand before doing this.