



Retirement factsheet

Who's this guide for?

This guide, for both Rolls-Royce Retirement Savings Trust and Rolls-Royce UK Pension Fund members, is designed to help you start your retirement journey and get prepared for taking your retirement benefits.

It's written on the basis that you're leaving the Company and at an age where you can start to access your retirement benefits.

Are you in both of our schemes?

Don't worry, both are here to provide you with an income in retirement - they just do it in different ways. This guide tells you what to do for each scheme, so just make sure you have a read of it all.

Funded retirement advice is available

Remember, members of either scheme who are aged 55 or over can get funded retirement advice from WPS Advisory.

WPS Advisory can help you understand the options open to you, and help you find the best solution based on your personal circumstances.

Your retirement income needs to last a lifetime so please make use of the professional help on offer.

Contents...

Thinking about retirement?

Finding out what you can get in retirement

Ready to retire?

What you need to do, requesting retirement quotes and getting retirement advice to help you make the right choice

How to get help...

There's no need to worry - help is on hand throughout your retirement journey

Thinking about retirement?

Deciding to retire is a significant decision and it's worth planning for it before you start the formal process of leaving Rolls-Royce.

Whether you're a member of the Rolls-Royce Retirement Savings Trust and/or the Rolls-Royce UK Pension Fund, both schemes can provide you with information about likely retirement benefits before you actually hand in your notice.

Here's how you can build up a picture of what retirement savings you have before making your retirement official...

Rolls-Royce Retirement Savings Trust (the Savings Trust)

Head to the retirement forecaster in Aviva's MyWorkplace app or website. It'll give you a forecast based on what you've currently got in your account, plus what might happen between now and your selected retirement date.

The retirement date will be set to your scheme retirement age, which is usually 65 unless you've amended it in the past, but it's easy to change in the forecaster. Plus you can add in the value of any other retirement savings that you have - including any other Rolls-Royce schemes you may be a member of.

Rolls-Royce UK Pension Fund (the UK Pension Fund)

The retirement estimator at the Rolls-Royce pensions website allows you to see all of your options at the date of your choosing, no matter how far into the future. Enter a date to see the figures and customise them online to see exactly what you are entitled to.

Don't forget you can also request a formal quote online for a chosen retirement date up to seven months in advance.

A formal quote gives you the opportunity to be sure of your benefits, even before handing in your notice. However, you must leave the Company on the date of your formal quote for guaranteed to apply.

Ready to retire?

Talk to your manager



Once you've decided to leave Rolls-Royce through retirement, you need to let your manager know. Make sure that you're aware of your contractual notice period so that your intended retirement date is achievable.

Your retirement journey begins



Your manager kick-starts your retirement journey by entering the date that you've chosen to leave Rolls-Royce on Workday. This lets everyone in Group Business Services (GBS), including the pensions team, know that you're leaving.

The UK Pension Fund and Savings Trust are separate schemes and you may be a member of both. If you are, you only need to register once for WPS Advisory's retirement advice.

Step 1: Get your figures...

UK Pension Fund

Log-in a www.rolls-roycepensions.com and read the *Retiring or Leaving guide* for a detailed walk-through of the retirement process. Then go to the *Get an Estimate* page. Enter your date of leaving the Company to see your options and request a formal quote to get guaranteed figures for leaving on the date you've entered.

Savings Trust

Contact Aviva and ask for a retirement options pack for the date you're planning to leave the Company and retire.

Step 2: Get retirement advice

UK Pension Fund

You can register for funded retirement advice* with WPSA when you request your formal quote. Just follow the instructions online to get started. Aim to do this as soon as you can. Your adviser will help you select from the choices available after discussing

Savings Trust

You can register for funded retirement advice* with WPS Advisory by [clicking here](#). You can do this up to four months before your planned retirement date. Your adviser can help you request additional quotes from Aviva after discussing your needs.

Step 3: Make your decision

UK Pension Fund

You can select your chosen retirement option online and your adviser can help you to choose the right option after discussing your needs. If your chosen option includes a pension from the scheme, this can be set-up online too. If you choose to transfer all or part of your benefit, please follow the instructions online and those of your adviser.

Savings Trust

Your adviser is best placed to guide you from this point. Your Savings Trust fund will be moved to your chosen provider, so the process will be unique to you. For your peace of mind, the Rolls-Royce pensions team are on hand if you have any concerns.

* Funded retirement advice is available to over 55s only and you must be leaving Rolls-Royce, unless you're aged 65 or over

How to get help...



The Rolls-Royce Pensions Team is available to help with any questions you might have about the retirement process, especially in relation to your retirement from the Company. You can also contact us if you have any concerns about the service you receive from Aviva or WPS Advisory.

Contact us on 01332 33335, [visit our website](#), or email us at pensions.web@rolls-royce.com



WPS Advisory have been appointed to provide funded at retirement financial advice to members leaving employment with Rolls-Royce who are 55 years of age or over.

If you're a member of both the Rolls-Royce UK Pension Fund and the Rolls-Royce Retirement Savings Trust, please register for the funded retirement advice service when requesting your UK Pension Fund quote online.

If you're a member of the Savings Trust and don't have UK Pension Fund benefits you can register for the funded retirement advice service [here](#). If you have any problems registering online, you can call 0808 197 0356 or +44 (0)203 538 9087 from overseas



Aviva are the administrator of the Rolls-Royce Retirement Savings Trust and can provide you with quotes when you're considering retirement.

They also provide the [MyWorkplace](#) app and website where you can keep track of your fund value and your investment choices.

You can contact Aviva's dedicated Rolls-Royce team on 0345 604 0803 or by sending an email to them at rolls-royce.mymoney@aviva.com



Provided by HM Government and the Money & Pensions Service, Money Helper is a one-stop-shop for information about all things money, including pensions, tax and state benefits.

Head to their [website](#) to find out more.