


# A QUICK GUIDE TO YOUR PENSION SAVINGS OPTIONS

FOR RNLI STAFF UK (THERE IS A SEPARATE VERSION AVAILABLE FOR SEASONAL EMPLOYEES)

## THE BEST BITS:

**6%**  
 **RNLI PAYS IN 6% IF YOU SAVE 2% OF YOUR BASIC SALARY**

**TAX**  
 **TAX RELIEF MEANS EACH £1 YOU PAY COSTS YOU ONLY 80P**

 **SAVING EARLY IS A GOOD WAY TO START SAVING FOR RETIREMENT**



**JOINING** If you are between age 22 and State Pension Age, and earn over £833 in any month, you will be automatically enrolled into the pension scheme. If you don't meet this criteria, you can choose to Opt-In by completing the opt-form: <https://www.rnlipensions.org.uk/documents/opt-in-form.pdf>

**SAVING MORE**  
 To save more, and to benefit more from the RNLI (up to 10%), complete an Upgrade form. You can do this from the month after you have joined the pension. So if you join the pension in April you can pay more from May onwards.  
<https://rnlipensions.org.uk/auto-enrolment/>

 **NEED ADVICE:**

**WHEN WILL I JOIN?**  
 You will be automatically enrolled when your second month's pay is processed - provided you meet the automatic enrollment criteria.

**WANT A REFUND?**

- Watch out for the opt out deadline in your Aviva welcome email.
- If you miss this deadline, email [Payroll@mli.org.uk](mailto:Payroll@mli.org.uk) to stop contributions. By law, Aviva can't pay a refund if you miss the deadline.

If you're unsure on your options, speak to an independent financial adviser. Find out more by going to [Moneyhelper.org.uk](http://Moneyhelper.org.uk) and searching on financial adviser. The RNLI is not authorised to give you financial advice.

**HOW DO I KNOW IF I AM IN THE PENSION?**

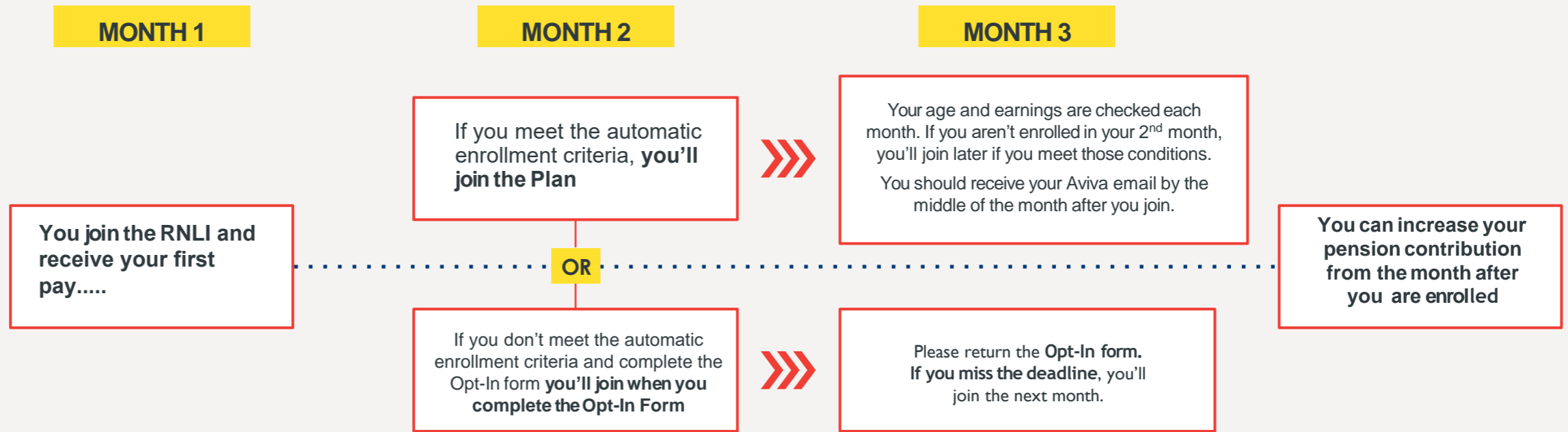
- There'll be an 'EE PENS' deduction on your payslip.
- Once Aviva have received your first contribution they will send you a welcome pack.

**MAKING YOUR CONTRIBUTIONS GO FURTHER**  
 You might be able to save some National Insurance by becoming a Salary Exchange member. For more information, see the Pension Upgrade form and the **Member Handbook** at: <https://rnlipensions.org.uk/documents/rnli-gpp-member-handbook.pdf>.  
 Find out the estimated effect of saving for retirement on your take-home pay at: <https://www.rnlipensions.org.uk/uk-gpp/calculators/calc-24.aspx>

  
**YOUR PENSION TIMELINE**

Please note this is intended to be a helpful guide:

- timings may occasionally differ
- if there is any conflict between this and the terms and conditions your Aviva policy, the latter will prevail.



Please check the **HR PAYROLL CUT OFF** deadlines to ensure opt-in or upgrade forms are submitted in time for processing