

your normal retirement age. The benefit consists of your Fund Credit on the date that you notify the Fund of your benefit option.

**The following benefit options are available:**

- » Withdrawal benefit before NRA is reached,
- » Transfer benefits to another approved fund before age 60,
- » Retire on a date determined by the member, between 5 years before NRA(earliest).
- » Retire on NRA which is 60
- » Retire on a date agreed by the employer, between 5 years after NRA(latest).

Benefits will become unclaimed if a valid option is not exercised before you reach age 60.

**Death of Member Benefit**

A death benefit becomes payable when you die and the Fund has been notified of your death. The Trustees must comply with Section 37C of the Pension Funds Act when they award and pay benefits to your dependents, nominees, etc.

Upon your death, your Fund Credit shall be payable as a lump sum. If the Fund Credit is less than N\$10,000 the benefit payable shall be increased to N\$10,000.

**Disablement of Member Benefit**

A member will be classified as disabled is his/her condition satisfy the provisions governing disablement which are set out in the policy issued by an appointed Registered Insurer.

Upon your disablement, your Fund Credit shall be payable as a lump sum. If the Fund Credit is less than N\$10,000 the benefit payable shall be increased to N\$10,000.

**DISPUTE RESOLUTION**

Every effort is made by the Fund to resolve member queries and complaints. In the unlikely event of you wanting to complain to the Pension Funds Regulator (NAMFISA), the appropriate contact details and dispute resolution process is available on the NBWPF website.



Private Bag 13282  
Windhoek, Namibia

- ☎ +264 81 844 0077
- ☎ +264 81 144 0077
- ✉ info@nbwpf.com

**The Fund that provide retirement and related benefits to its members who are employees of any participating Building Industry Employer.**

## KNOW THE FUND

The Namibia Building Workers Pension Fund (NBWPF) is a non-commercial entity that operates as an approved umbrella pension fund for the Namibian construction industry and was established with effect from 1 May 1990.

The object of the Fund is to provide retirement and other benefits for employees and former employees of participating employers, and benefits in the event of death. It is currently the only unique industry umbrella fund in Namibia with more than 5,300 members and in-excess of N\$200 million in assets.

This brochure will help you understand the Fund and the benefits you can expect to receive. A good understanding of it and ongoing communication that is published regularly will assist you in making informed decisions about your retirement savings.

*Please note that information in this brochure is a summary of the Rules of the Fund and does not create any rights and obligations. In the event that differences or disputes may arise, the Rules will prevail. The full set of Rules is available on the Fund's web-site and at its offices.*

## SAVING FOR RETIREMENT

Membership to the Fund gives you the opportunity to save in a properly structured and regulated environment, where you will reap the following benefits:

- » Accumulated growth, which means the “snowball effect” of earning growth not only on contributions but also, on growth already earned,
- » Economies of scale, which means that you stand to gain from better investment opportunities and lower costs merely because you are pooling your investment with a large group instead of doing it on your own, and
- » Tax incentives through the Exempt – Exempt – Tax principle which applies to a pension fund and wherein your contributions are tax deductible, growth earned in the fund is tax free and benefits are taxable when it becomes payable.

NBWPF has created a solution, through this vehicle, that offers you the opportunity to effectively provide for the day you can no longer work to support yourself and your dependents. The ultimate goal is to save enough during



your working career to replace your salary with a pension at retirement date.

### **The “recipe for success” lies in a combination of the following:**

- » A responsible mind-set that will treasure these savings for “one day when I can no longer work”,
- » A good understanding of the Fund and all its offerings,
- » A long term savings strategy - of at least 35 years,
- » Consistent monthly contributions towards retirement throughout your working career, and
- » Investment returns above inflation over the long term.

## GOVERNANCE

The Fund is governed by its Rules that are approved by the Registrar of Pension Funds (NAMFISA) and the Receiver of Revenue (NamRa). To obtain and maintain this approval, the Fund must comply with a multitude of legislative and regulatory prescriptions. The Fund rules regulate statutory and over-arching provisions, such as participation, membership, contribution rates, management of the Fund, normal retirement age, risk benefits offered, dispute resolution, etc.

The Board of Trustees is ultimately responsible for the setting of the Rules and the management of the Fund. They uphold this responsibility by providing strategic direction and leadership, ensuring good corporate governance and ethics, determining policy, agreeing on performance criteria and delegating responsibilities to Fund Management.

The Board of Trustees consists of trustees appointed by employers as well as elected by employees.

## MEMBERSHIP

Employers who participate in the NBWPF enable their employees to become members of the Fund. Active membership commences when your conditions of employment compels you to become a member of the Fund and it will cease when you leave the service of your employer, either due to resignation, retrenchment, dismissal, retirement, death, or should your conditions of employment change and you are compelled to become a member of another retirement fund that your employer participates in.

Your Normal Retirement Age (NRA) is an element of your Conditions of Employment that determines when you must retire from employment. Once your active membership has ceased, you will automatically become a paid-up member of the Fund until you exercise a desired and valid option. (please refer to the Benefit Options section below).

## MEMBER ACCOUNTS

Each member has an account in the Fund that is invested on his/her behalf by the Trustees through a default investment strategy. Accumulated savings in a previous fund, i.e. a pension, provident or preservation fund, but excluding a retirement annuity fund, can be transferred to your NBWPF account free of tax. Throughout your active membership term, the Fund will receive monthly contributions (8%) from your employer and deposit (6%), net off 2% for expenses and risk benefits, thereof into your member account. Growth earned is allocated to your account and this process will continue until your active membership ceases and you elect an appropriate option.

## BENEFITS

Benefits become payable when active membership ceases and paid-up membership has been activated. All benefits are paid in terms of the Rules of the Fund and are subject to income tax.

### **The following benefits are provided for:**

#### ***Withdrawal Benefit***

A withdrawal benefit may be claimed if you have left the service of your employer and you have not yet reached