

**ELECTION OF CONTRIBUTIONS WHILE ON PRESCRIBED STATUTORY LEAVE  
ONTARIO**

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**PART I**

**To Be Completed By Employee**

In accordance with Section 3.04 (see reverse) of the Plan, while on the Leave determined below by my Employer, I elect (CHECK ONE ONLY):

to continue making contributions to the Plan and, therefore, to continue to accrue my Credited Participating Service; or

to cease making contributions to the Plan and, therefore, to cease to accrue my Credited Participating Service.

If you do not sign and return this form before the commencement of your Leave, you and your employer will be required to continue to make contributions to the Plan during your Leave and you will continue to accrue Credited Participating Service during the Leave.

Name \_\_\_\_\_ Soc.Ins.No. \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**PART II : To Be Completed By Employer**

For the period beginning \_\_\_\_\_ and ending \_\_\_\_\_, the above signed Employee will be on a Prescribed Statutory Leave as defined in Section 3.04 (see reverse) of the Plan.

If you elect to make contributions during the Leave, as required by the Plan, the employer and employee will continue to make contributions to the Plan during the period of the leave based on the employee's full salary and percent full time worked at time of leave so that the employee's Credited Participating Service will continue to accrue.

Employer \_\_\_\_\_ Signature \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

*If Employee is ceasing contributions, please provide the following:*

*Final Salary: \$ \_\_\_\_\_ FTE \_\_\_\_\_ For the period of Sept 1 - termination date.*

*Please print form and then sign/date.*

## Prescribed Statutory Leave

For the purposes of the Plan, a “Prescribed Statutory Leave” means an unpaid leave of absence prescribed by applicable provincial or federal law, including a pregnancy or parental leave, a compassionate care leave or an emergency leave not exceeding the prescribed duration unless otherwise required by law, during which leave the legislation states that pension benefits must continue to accrue, provided the Participant continues to make contributions to the Plan during such leave.

A Participant who is on a Prescribed Statutory Leave, as determined by the Employer may elect in writing to continue to make contributions to the Plan during the period of the Prescribed Statutory Leave. If such a Participant elects not to continue making contributions during such leave, the Participant’s contributions will cease at the commencement of such leave and no Credited Participating Service shall accrue during such leave. The accrual of the Participant’s Credited Participating Service shall resume upon expiration of the Prescribed Statutory Leave provided such Participant returns to active service with the Employer immediately following the end of such leave.

If a Participant who is on a Prescribed Statutory Leave, as determined by the Employer, elects to continue making contributions to the Plan during such leave, the Participant’s Credited Service shall continue to accrue during the period of such leave, subject to the Income Tax Act limits outlined in Section 3.01. The Participant’s contributions shall be made based on the Participant’s annual rate of Compensation in effect at the commencement of such leave.

The period of a Participant’s Prescribed Statutory Leave shall count as a period of employment with the Employer for the purpose of Vesting Service as determined in accordance with Section 4.02.