

## 1. Background

Retirement fund benefits are an important component of employees' remuneration and membership of the Sanlam Umbrella Provident Fund: Sanlam Group (SUF: Sanlam Group) is compulsory for all office staff employees in the Sanlam Group. Having a thorough understanding of their retirement fund and related group life insurance benefits will enable SUF: Sanlam Group members to make solid and sensible decisions regarding their financial wellness.

Whilst it is appreciated that some employees are either financially knowledgeable or have their own financial adviser, most employees do not. At Sanlam, we are committed to ensure that employees are able to make the best possible choices to enable them to live their best possible lives during all stages of their lives, especially upon retirement. In line with this commitment, a number of advisers went through a training programme on SUF: Sanlam Group benefits to ensure that they are well equipped to support employees with the necessary financial planning.

Employees are encouraged to at least annually consult with an adviser (their own or a Sanlam-Adviser that was trained in SUF: Sanlam Group benefits) to ensure that their financial planning is in line with their own and their families' needs.

## 2. When to utilise the services of Advisers that were trained in SUF: Sanlam Group benefits

### 2.1. Appointment

- ⦿ An adviser who was trained in SUF: Sanlam Group benefits can help newly appointed office staff with their fund choices.

### 2.2. Annually during the flex event

- ⦿ Many employees do not make use of the annual flex options as they are not comfortable that they have a proper understanding of the options available to them. Advisers can assist in this regard.

### 2.3. At resignation / retrenchment / dismissal of an employee

- ⦿ An adviser can assist with preservation and cover conversion options.

### 2.4. At retirement

- ⦿ An adviser can assist with a suitable annuity (pension) product, conversion options and other insurance needs. Or, if the member is not ready to retire yet, an adviser can offer valuable advice and assistance with preservation options.

## **2.5. A life event**

- ⦿ Within 3 months of a life event, i.e. getting married, birth of a child or a divorce, members have certain choices to exercise but often do not do so since they are unaware or uncertain of what these options are. An adviser can provide guidance in this regard.

## **2.6. Investment advice**

- ⦿ It is important for employees to ensure that their investment strategy is in line with their risk profile and needs. An adviser can determine the member's risk profile and help the member with his/her investment choices.

## **2.7. Death of a member**

- ⦿ Advisers are able to advise the family about the investment options of the death benefits payable.

## **3. Employer responsibility**

SUF: Sanlam Group members do not have to consult with advisers that were trained in SUF: Sanlam Group benefits only. We do however ensure that the option is available for employees and encourage them to use the services of an adviser. To this end, it is fundamentally the employee's own choice as to whether or not the services of an adviser are sought. The advisers who were trained in SUF: Sanlam Group benefits have been trained to be very circumspect in their dealings with staff and any transgressions in this regard will be dealt with very swiftly by Sanlam.

**Updated by Alfreda April**

**December 2023**

Dear .....

Thank you for the opportunity to assist you regarding your benefits as a member of the Sanlam Umbrella Provident Fund: Sanlam Group (SUF: Sanlam Group). This document serves as an advice agreement between us and you are kindly requested to safeguard this document for future reference.

I undertake to render financial planning advice to you at the following events on the aspects listed below (please tick).

<b>At appointment</b>		<b>At resignation/ retrenchment/ dismissal</b>	
Contribution levels		Conversion option own life	
Investment fund choices		Conversion option spouse's life	
Investment risk profile		Conversion option critical illness insurance	
Levels of life cover (SUF: Sanlam Group)		Conversion option income disability	
Levels of life/disability cover (GLA)		Preservation of benefits	
Critical illness cover options		Continuation option at retrenchment, own and spouse life (if 15 years uninterrupted service)	
Family Insurance (Funeral benefit) – ONLY opportunity to join			
Spouse cover			
Transfer previous fund benefits to SUF: Sanlam Group			
<b>At marriage /registration of de facto spouse</b>		<b>At retirement</b>	
Spouse cover		Continuation / Conversion option own life	
Additional life cover		Continuation / Conversion option spouse's life	
Family insurance (for parents-in-law)		Conversion option trauma insurance	
<b>At birth of child or legal adoption</b>		Preservation of benefits	
Additional life cover		Investment planning for lump sum	
<b>At divorce</b>		Purchasing of compulsory pension	
Continuation of spouse cover		In-Fund ILLA	
Hand in copy of valid S(7)(8)(a) divorce claim against the member's pension interest		<b>At disability</b>	
		Investment planning for lump sum	
<b>At annual revision</b>			
Increase/decrease life cover (SUF: Sanlam Group)			
Decrease life/disability cover (GLA)			
Decrease of critical illness cover			
Contribution levels (SUF: Sanlam Group)			
Spouse Cover (GLA)			

Following our recent meeting where we discussed your fund and group life benefits, I recommend that you request the following changes to your SUF: Sanlam Group and/or Group Life Assurance benefits in the best interests of you and your dependants:

RISK benefits to be added/ increased/ reduced	✓	Details / New levels after change			
Life cover level on SUF: Sanlam Group		X			
Increase / decrease life and disability cover on GLA to		X			
Critical illness option and cover level					
Take out spouse cover					
Take out Family Insurance					
Apply for continuation option own / spouse life					
Apply for conversion option own / spouse life					
Comparison between SUF: Sanlam Group / GLA rates and costs of individual life insurance policy. Must be completed if the options to add or increase cover has not been recommended	Rate per age group	Levels of additional/ new cover	Cost for new/ additional cover	Total policy cost for similar cover	
Rates for life cover (SUF: Sanlam Group)		x	= R	R	
Rates for life (including lump sum disability cover) on GLA		x	= R		
<b>Total cost</b>			<b>R</b>		
Reason why the available option to add or increase SUF: Sanlam Group / GLA cover has not been recommended:					
	✓				
Increase/ reduce contributions		Employer	%	Employee	%
Before					
After					
Switch to Glacier	Yes		No		
Change investment portfolio choices	Yes		No		
Before		%		%	%
After					
Reasons for my recommendation:					
Financial Adviser					
Name:					
Adviser code:					
Date:					
Signature:					
SUF: Sanlam Gr member					
Name:					
Fund number					
Date:					
Signature:					

## Advisers trained in SUF: Sanlam Group benefits

	Name and Surname	Gender	Unit name	Email address	Telephone number	Cell number
1	Riaan Crowther	M	Free state - Sleewijk BSB	<a href="mailto:riaan@swbluestar.co.za">riaan@swbluestar.co.za</a>	051 8139184	0832621302
2	Willem Greeff	M	South East Cape - Veritas Wealth BSB	<a href="mailto:willem.greeff@sanlam4u.co.za">willem.greeff@sanlam4u.co.za</a>	041 3925192	0827812572
3	Johan Brits	M	Pretoria - E2 Solutions - Face To Face BSB	<a href="mailto:johan@f2fbluestar.co.za">johan@f2fbluestar.co.za</a>	012 9974003	0828050784
4	Bruno Malope	M	Parktown, Johannesburg Central - Reya Phahama BSB	<a href="mailto:malope@sanlam4u.co.za">malope@sanlam4u.co.za</a>	011 3322468	0734631082
<b>Cape region</b>						
5	George De Kock	M	Global Blue Star Cape	<a href="mailto:george@finprufe.co.za">george@finprufe.co.za</a>	021 8806638	0824603278
6	Alto De Kock	M	Global Blue Star	<a href="mailto:alto@finprufe.co.za">alto@finprufe.co.za</a>	021 8806608	0822156673
7	Lizette de Lange	F	Global Blue Star	<a href="mailto:lizette@efinbluestar.co.za">lizette@efinbluestar.co.za</a>	021 9399445	0828747555
8	Andre Wethmar	M	Global Blue Star	<a href="mailto:andre@finprufe.co.za">andre@finprufe.co.za</a>	021 8806618	0837666822
9	Gys Rossouw	M	Global Blue Star	<a href="mailto:gys@finstopbluestar.co.za">gys@finstopbluestar.co.za</a>	021 9474046	0824557629
10	Chris Jacobs	M	Global Blue Star	<a href="mailto:chris@brilliancebluestar.co.za">chris@brilliancebluestar.co.za</a>	021 9474522	0716083345
11	Madri Jacobs	F	Global Blue Star	<a href="mailto:madri@brilliancebluestar.co.za">madri@brilliancebluestar.co.za</a>	021 9472728	0712216491
12	Johann Steyn	M	Global Blue Star	<a href="mailto:johann@therainmaker.co.za">johann@therainmaker.co.za</a>	021 9472347	0823736394
13	JJ Louw	M	Global Blue Star	<a href="mailto:jjlouw@therainmaker.co.za">jjlouw@therainmaker.co.za</a>	021 9472347	0746854545
14	Lood Conradie	M	Global Blue Star	<a href="mailto:lood@conradieprisma.co.za">lood@conradieprisma.co.za</a>	021 9141396	0824654917
15	Michelle Jonck	F	Wealth Solutions Cape	<a href="mailto:mjonck@sanlam.4u.co.za">mjonck@sanlam.4u.co.za</a>	-	0842286536
16	Andre Janse van Rensburg	M	Wealth Solutions Cape	<a href="mailto:andrevanrensburg@sanlam4u.co.za">andrevanrensburg@sanlam4u.co.za</a>	021 9815028	0832709539
17	Dawie de Beer	M	Wealth Solutions	<a href="mailto:dawiedeb@mweb.co.za">dawiedeb@mweb.co.za</a>	021 9475001	0824601388
18	Debbie de Villiers	F	Wealth Solutions	<a href="mailto:debbie@eldoradobluestar.co.za">debbie@eldoradobluestar.co.za</a>	021 5592674	0824164012
19	Liezl Swart	F	Wealth Solutions	<a href="mailto:liezl@eldoradobluestar.co.za">liezl@eldoradobluestar.co.za</a>	021 5592674	0795145587
20	Jeffrey Abrahams	M	Wealth Solutions	<a href="mailto:jeff@integrawealth.co.za">jeff@integrawealth.co.za</a>	021 9478656	0782460239
21	Anelia Rohlandt	F	Wealth Solutions	<a href="mailto:anelia@eldoradobluestar.co.za">anelia@eldoradobluestar.co.za</a>	021 5592674	0760582158
22	Imtiyaz Nassadien		Wealth Solutions	<a href="mailto:nassadien@sanlam4u.co.za">nassadien@sanlam4u.co.za</a>	087 8090945	0769949554
23	Sivuyile Mtshengu		Wealth Solutions	<a href="mailto:sivuyilem@progrowbluestar.co.za">sivuyilem@progrowbluestar.co.za</a>	021 9471509	0634449329
<b>Regional Key Account Specialists – They do not give advice, but act as co-ordinators</b>						
	Hanlie Wethmar	F	Key Account Specialist WCape	<a href="mailto:hanlie.wethmar@sanlam.co.za">hanlie.wethmar@sanlam.co.za</a>	0219471028	0833759831