

INSTRUCTIONS

1. All applicable information must be provided
2. This information must be typewritten or printed
3. Upon completion, please forward this form and all attachments to:

BC Financial Services Authority
 600-750 West Pender Street
 Vancouver, B.C. V6C 2T8
 Email: Pensions@bcfsa.ca

Freedom of Information and Protection of Privacy Act (FOIPPA)
 The information requested on this form is collected under the authorities of sections 26(a) and 26(c) of the *Freedom of Information and Protection of Privacy Act*, and section 18 of the *Pensions Benefits Standards Act*. The information is collected for the purpose of administering the *Pensions Benefits Standards Act*. If you have any questions about the collection or use of this information, please contact the BC Financial Services Authority at 604.660.3555, 600-750 West Pender Street, Vancouver, B.C. V6C 2T8.

PART A - GENERAL INFORMATION – PLAN SPONSOR/ADMINISTRATOR

Legal Name of Plan				
Plan Sponsor or Administrator				
Plan Administrator Contact If plan is trustee, Chair of the Board of Trustees (Required Information)	Name		Position or Title	
	Address			
	Phone		Email	
	Fax			

PART B - PLAN TYPE

Benefits provided: <input type="checkbox"/> Defined Contribution (DC) <input type="checkbox"/> Defined Benefit (DB) <input type="checkbox"/> Target Benefit (TB)	Employer(s): <input type="checkbox"/> Single Employer <input type="checkbox"/> More than 1 employer, not a multi-employer plan* <input type="checkbox"/> Multi-Employer Plan *A plan is not a multi-employer plan if all participating employers are affiliates within the meaning of <i>Business Corporations Act</i>
---	--

PART C - NATURE OF AMENDMENT

Does the amendment affect:

<input type="checkbox"/> Eligibility for membership <input type="checkbox"/> Normal retirement age <input type="checkbox"/> Integration with CPP/QPP <input type="checkbox"/> Employee contribution rate <input type="checkbox"/> Employer contribution rate	<input type="checkbox"/> Benefit formula (for DB or TB provisions) <input type="checkbox"/> Determination of average earnings (for DB or TB) <input type="checkbox"/> Provision of increases to pensions in pay or deferred pensions <input type="checkbox"/> Ad hoc increased to pensions in pay or deferred pensions <input type="checkbox"/> Other (please describe)
--	---

For any of the amendments described above, please set out the nature of the change. For example, "Employee required contributions are being changed from x% of earnings to y% of earnings."

PART D - SECTIONS OF PLAN TEXT DOCUMENT

Please list the sections of the plan text document being amended.

PART E - CONSENT OF SUPERINTENDENT

Do any of the changes require consent or approval from the Superintendent of Pensions? If so, please set out the nature of the consent or approval required and the section reference from the *Pension Benefits Standards Act* or regulation.

PART F - ACTUARIAL VALUATION

If the provision being amended is either DB or TB, does the amendment:

- increase the participating employer's or employers' current service costs
- create an unfunded actuarial liability; or
- create a solvency deficiency?

If the answer to any of the above is "Yes," please ensure that a new actuarial valuation report is prepared or the current actuarial valuation report is revised as of the effective date of the amendment.

PART G - TARGET BENEFIT PLAN CONVERSION

If the amendment is to convert a multi-employer plan that is a negotiated cost plan from a defined benefit provision to a target benefit provision, and such conversion may reduce accrued benefits, has the trade union consented to the conversion?

- Yes, the trade union has consented to the conversion
- No, trade union consent is not required

PART H - PLAN TERMINATION

Does the amendment result in the full termination of the plan?

- Yes
- No

If the answer above is "Yes," is the plan being replaced by:

- A registered retirement savings plan
- A deferred profit sharing plan
- Other (please describe)
- No replacement vehicle

Please describe if "Other."

CERTIFICATION

(Schedule 3, Form 6, B.C. Reg. 219/15)

An administrator is required by section 18 (b) of the Pension Benefits Standards Act (the "Act") to file a statement with a certified copy of an amendment to the plan text document of a pension plan that, in the opinion of the administrator, the amendment complies with the Act and the regulations under the Act. The issuance by the Superintendent of Pensions (the "superintendent") of a notice of registration for an amendment to a plan text document of a pension plan registered under the Act may be made based upon this statement. Administrators are reminded that the superintendent has the power to refuse to register or to revoke the registration of an amendment to a plan text document that does not comply with the Act and the regulations.

I _____, the administrator of _____, attach a certified copy of an amendment dated _____ [MM/DD/YYYY], to the plan text document of the pension plan that bears British Columbia registration number _____, and CERTIFY THAT

1. It is my opinion that the amendments to the plan text document filed with this statement complies with the Act, the regulations.
2. I acknowledge that the obligation to determine compliance of the amendment filed with this statement is the responsibility of the administrator, and I declare that I have fulfilled that responsibility and, in making this application have complied with the Act and the regulations.
3. A summary of the changes made by the amendment and a list of the sections of the plan text document that have been amended are attached.

I declare that the above statements are true to the best of my knowledge and belief and I make these statements conscientiously believing them to be true.

DATED at _____, British Columbia, on _____ [MM/DD/YYYY]

SIGNATURE OF ADMINISTRATOR OR AUTHORIZED OFFICER

[TYPE OR PRINT NAME]

NOTE: The administration of a pension plan in a manner that does not comply with the Act and the regulations may be subject to an administrative penalty under section 116 of the Act or may be an offence under section 123 of the Act. In addition, an administrator may be subject to a direction for compliance under section 113 of the Act issued by the superintendent relating to, among other matters, the manner of administration of a pension plan.