

## After Benefits Start

### Payment of your pension

Your pension will be paid monthly in advance for the rest of your life. The payments will be made directly to your bank or building society account on the 6th of each month or the next working day if this falls on a weekend or bank holiday. Please provide your account details on the Retirement Benefit Claim Form.

In exceptional circumstances, we can arrange for your pension payment to be made by cheque. You should be aware that payment by this method is at your own risk.

Your first pension payment will be made as soon as we have all the necessary information. This may be four to six weeks after your retirement date. The amount paid will be backdated to your retirement date. The payment will include the tax-free cash sum, if you have chosen this option.

You will receive a payslip every April and a P60 every March giving details of the pension being paid.

If any correspondence is returned to BOC Pension Services for any reason (e.g. you have moved house), your pension will be suspended until you contact us.

### Taxation

Your pension will be subject to Income Tax in the same way as earned income. Tax will be deducted before your pension is paid to you, based on the tax code notified to us by HM Revenue & Customs.

The address of the Inspector of Taxes who will deal with your pension is provided below. They will send you a notice of the tax code applying.

HM Inspector of Taxes, Sheffield 4, Concept House,  
5 Young Street, Sheffield, S1 4LA  
Telephone: 0845 300 0627

In any correspondence, please quote Employer Reference 673/B203.

### Pension increases

The pension you receive once you have retired is increased every 1 April to help protect it from the effects of inflation.

A Guaranteed Minimum Pension (GMP) is included within your pension for pensionable service between 6 April 1978 and 5 April 1997.

### If you left the Scheme before 1 April 1997

Your pension in excess of the GMP will be increased by the Scheme each April in line with the Retail Prices Index (RPI) up to a maximum of 6% a year compound. Any GMP element to your pension will be increased differently, as follows:

Before age 60 for a woman/age 65 for a man, the Scheme increases the GMP portion built up:

- before 6 April 1988 in line with statutory requirements; and
- after 5 April 1988 in line with RPI up to a maximum of 6% a year compound.

From age 60 for a woman/age 65 for a man:

- the State reviews and (where applicable) increases the GMP portion built up before 6 April 1988 in line with inflation; and
- the Scheme increases the GMP portion built up after 5 April 1988 in line with RPI up to a maximum of 6% a year compound.

### If you left the Scheme between 1 April 1997 and 31 March 2011

Your total Scheme pension will be increased in line with RPI, up to a maximum of 6% a year compound. Any GMP element to your pension may be subject to a further statutory increase.

### If you left the Scheme after 31 March 2011

Subject to overriding legislation:

- Your pension built up to 31 March 2011 will be increased in line with RPI, up to a maximum of 6% a year compound. Any GMP element to your pension may be subject to a further statutory increase.
- Your pension earned from 1 April 2011 will increase in line with RPI up to a maximum of 2.5% a year. This 2.5% cap is averaged over rolling five-year periods.

The Company also has a discretionary power to increase pensions further.

If your pension has been in payment for less than a year, it will receive a proportion of the full year increase. Any pension arising from Additional Voluntary Contributions (AVCs) will be increased at the rate notified to you on retirement.

**Details of the actual increases applying will be notified to you each year.**

## State benefits

State pension benefits depend on your National Insurance record and are paid at State Pension Age (SPA). SPA is currently between ages 65 and 68 if you are a man, and between ages 60 and 68 if you are a woman, depending on your date of birth.

In addition to the Basic State Pension, you may be entitled to an additional pension from the State. This could include the graduated retirement benefit, State Earnings Related Pension Scheme and State Second Pension. You should contact your local Department for Work and Pensions (DWP) office for details.

Married women who are not entitled to a Basic State Pension in their own right may be entitled to a pension based on their husband's National Insurance contributions. Both husband and wife must have reached SPA. There are special rules for women who have been divorced or widowed.

### If you are retiring before State Pension Age

You are advised to contact your local DWP office, as you may have to continue paying National Insurance contributions in order to qualify for the Basic State Pension, when due.

## Protection for your family

### Pension guarantee

If you and your dependants (if any) die before a total of five times your initial annual pension has been paid, your beneficiaries will receive a lump sum equal to this amount (less any payments already made to you and your dependants but excluding any Child's Allowance). This guarantees that the total pension benefit payable is at least five times your initial annual pension. The Trustee decides who will receive this lump sum, taking account of any wishes you express on an Expression of Wish Form.

### Pension for your Recognised Dependant

On your death, a pension will be paid for life to your Recognised Dependant.

Your Recognised Dependant is:

- your spouse or registered civil partner (if normally resident with you) at your date of death; or
- an adult who is financially interdependent with you for basic living needs and who has normally been resident with you for at least two years immediately prior to your date of death.

## Contact details

BOC Pension Services  
The Priestley Centre  
10 Priestley Road  
The Surrey Research Park  
Guildford  
Surrey GU2 7XY

Helpline: 0800 096 3214 (BOC TEL 750 4745)  
Fax: 01483 244 739  
Email: [pensions.uk@boc.com](mailto:pensions.uk@boc.com)  
Website: [www.bocpensions.co.uk](http://www.bocpensions.co.uk)

In most cases, the pension will be broadly one half of your pension, based on the full amount you would have received had you not taken a cash sum at retirement and ignoring any reduction for early retirement (if applicable).

Your Recognised Dependant's pension will be based on your Final Earnings (your Pensionable Earnings in the 12 months before leaving or retiring from the Scheme) rather than your Final Pensionable Earnings used in calculating your pension.

If your Recognised Dependant is more than 10 years younger than you, the Trustee may reduce the amount of pension payable.

### Children's Allowances

On your death, a Child's Allowance of one quarter of the Recognised Dependant's pension is payable for each Qualifying Child, up to a maximum of four. The total amount of the Child's Allowance is allocated between your Qualifying Children by the Trustee.

A Qualifying Child is a child under age 16 (under age 23 while the child continues in full-time education).

If you are not survived by a Recognised Dependant but are survived by at least one Qualifying Child who the Trustee considers has been left without the necessary support of another adult, the first Child's Allowance will be increased to the full amount of the Recognised Dependant's pension.

Special conditions apply if, in the opinion of the Trustee, a child is permanently dependent through disability.

### Inflation protection

The Recognised Dependant's pensions and Children's Allowances will be protected against inflation in broadly the same way as your own pension.

### AVC section benefits

If you choose to provide for a Recognised Dependant's pension from your AVC fund, it will be one half of your own AVC pension at the date of your death.

### Keeping in touch

It is important to inform BOC Pension Services if your circumstances change, you move to a new address or your bank account details change. A freephone telephone number is available in the UK for pensioner enquiries. Please note that changes to your bank account details cannot be processed over the phone; please submit these in writing.