



We understand the challenges and tough times the Covid-19 health emergency has created. MEPP remains committed to serving our members and stakeholders during this challenging time.

We are here to help.

New Employer Contact Information

As your CFCs for MEPP, we are reaching out and wanted to help you with any inquiries you may have regarding MEPP. Please see our new contact information below.

- Telephone: 306-337-4090
- Email: cfc.mepp@peba.gov.sk.ca

Leave/Layoff due to Covid-19

MEPP has received many questions regarding options for employees unable to work due to Covid-19. In order to answer these questions, we have outlined information that pertains to MEPP pension benefits only.

It is the employer's responsibility to determine the type of leave/layoff for their employees. If an employee is away from work on an unpaid leave due to the Covid-19, the employer can designate it as a personal leave, medical leave or layoff. Once the leave type is determined, the employer must advise MEPP by processing the leave/layoff through PLANet. Please see below for explanations of each type of leave/layoff as it pertains to pension.

Only **Personal** and **Medical** leaves can be purchased at a later date on an actuarial basis as a prior service purchase.

Personal Leave

When an employee returns to work, they have the option to make contributions to the plan within 90 days of the return-to-work date. If an employee would like to make contributions for their leave, you must contact MEPP and request a quotation upon the employee's return to work. The employer must remit a leave and return to work file type to MEPP through PLANet.

For personal leave, the employer can choose to match the employee's contributions but they are not required to do so. If the employer does not match the employee's contributions, the employee is responsible for both employee and employer contributions.

Medical Leave

The employee has the option to make contributions to the plan while on this approved unpaid leave and the employer **must** match the employee's contributions to the plan.

If the employee decides to contribute, the employer or employee should contact MEPP to request a quotation prior to any contributions being remitted during the leave. If the employee chooses not to continue contributions while on medical leave, they have the option to make the contributions within 90 days of their return to work date.

Please note: If an employee is on a personal leave that turns into a medical leave, the employer must remit, through PLANET, another leave type file. Select the new leave type for the employee and the final date worked would be the date the leave type changed from LV to DIS.

Layoff

Employees on layoff **are not eligible** to make contributions for a layoff or purchase the service at a later date. The employer must remit, through PLANet, a layoff file type when employee goes off work and a return to work file type when the employee returns to work.

If you have any questions, please feel free to contact us through our new contact information.

The Employer Bulletin is published as a service for the employers of MEPP.
For further information or clarification, contact MEPP's Customer Focus Coordinator:
Phone: 306-337-4090 in Regina; Toll free: 1-877-506-6377; Fax: 306-787-0244
Email: cfc.mepp@peba.gov.sk.ca

Please retain this MEPP Employer Bulletin for your reference.