

English

Les Livrets
Thématiques

Restoration

United Nations
Joint Staff Pension Fund

New York & Geneva
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UNITED NATIONS

Introduction

The United Nations Joint Staff Pension Fund (UNJSPF) Regulations and Rules govern the conditions of participation and the determination of the deriving entitlements.

The rules are numerous and complex: the purpose of this booklet is to guide you, facilitate your understanding and assist you in your assessment and selection of benefit upon separation.

Disclaimer: The information is made available for the convenient use of the UNJSPF's participants and former participants. If there is an ambiguity, inconsistency or conflict between the information provided and the UNJSPF Regulations and Rules, any decisions will be based on the Regulations and Rules, and not on the information contained in this booklet.

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Who may restore?

If you had a **previous period** of participation in the Pension Fund for which a withdrawal settlement was paid to you, you should read carefully what follows.

What is restoration?

If you were a participant in the Pension Fund before your current participation and upon separation the Pension Fund reimbursed to you your own contributions plus interest, you can restore the previous participation by refunding that amount, increased by the interest, to the Pension Fund.

Why would I restore?

Restoring previous participation would increase the number of years and months of your contributory service.

Is it costly?

You will have to reimburse to the Pension Fund the amount of the withdrawal settlement that was paid to you when you separated plus compound interest of 3.25% per annum from the date the benefit was paid to you up to the date of your election to restore.

Does the Pension Fund offer payment facilities?

You may pay the amount due to restore in a lump sum or by monthly instalments over a period equal to half the number of months of service restored.

What are the advantages?

Upon separation from service your future monthly pension will be proportional to the number of years and months that you will have contributed. By restoring you can increase your total number of years and months of contributory service and thus your future pension. Restoration can also help towards reaching optimum conditions, such as (i) accomplishing the minimum 5 years vesting period to be entitled to a periodic benefit upon separation (ii) reaching the threshold of 25 years or 30 years of contributory service, to take advantage of the more favourable conditions if you were to consider taking an early retirement benefit.

Is there a deadline to restore?

Yes, you have the opportunity to restore only once in each period of participation. You must request restoration **within one year** following the date of commencement of your current participation. **Once the one year deadline has elapsed your right to restore is irrevocably forfeited.**

Are there other conditions?

Yes, your prior period of participation in the Pension Fund must have been of **less than 5 years.**

Furthermore, if you had several periods of prior contributory service, only the most recent one can be restored.

What should be done to restore?

If you are interested in restoring you have to formally apply for it by completing the **Notice of Election to Restore** (form attached, or you can download it from the web site www.unjspg.org.)

Send this form to the Pension Fund if you are a United Nations staff member, or to the Secretariat of the Staff Pension Committee of your employing organization if you are employed in one of the other member organizations of the Fund.

What will happen next?

By completing this form you are not yet committing yourself to pay. Following receipt of your Notice of Election to restore, your application will be reviewed and if you meet eligibility requirements, the Pension Fund will calculate the amount that you will have to pay to add your prior contributory service to your present participation. You will then be informed in writing by the Pension Fund or by the Secretariat of your Staff Pension Committee of the amount due by you.

How should the amount due be paid?

You can choose between the following two methods of payment:

- in full in a lump sum
or

- in monthly instalments (with interest) over a period of half that of the prior contributory service being restored.

Is there a deadline to pay for the restoration?

Yes. If you decide to pay in a one-time lump sum, you will have a period of **90 days to pay** this amount to your employer (not to the Pension Fund), from the date of the above notification.

If you want to pay in monthly instalments, monthly payments must commence within 90 days of the date of the above notification. If you fail to do so within 90 days, your **right to restore is irrevocably cancelled**.

What happens in case of separation prior to completion of monthly payments?

You will have to pay the balance upon separation. If you fail to do so, the Pension Fund will reimburse to you the instalments you already paid and restoration will be irrevocably cancelled.

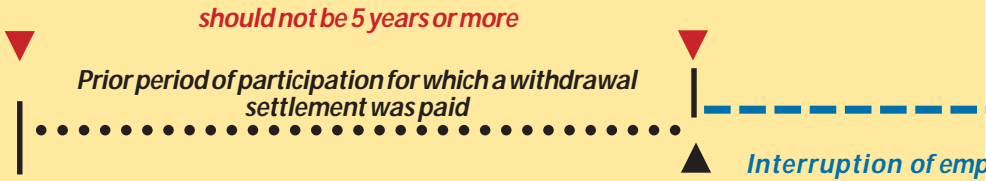


What happens if payment of monthly instalments stops prior to completion?

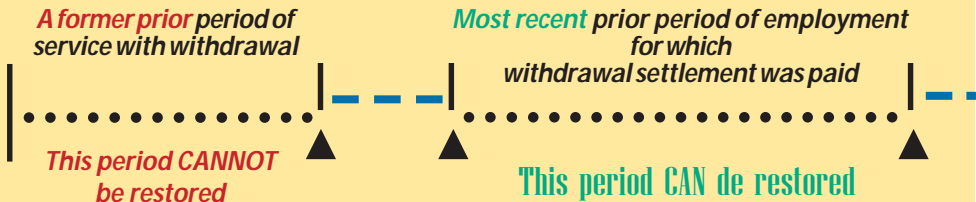
You must restore the entire period of service open to restoration. You cannot pay only for part of it. Therefore, in case monthly payments stop, **the Pension Fund will reimburse to you the instalments you already paid** and your right to restore will be irrevocably cancelled.

Restoration

Illustrations



This period CAN be restored



Restoration is possible *whatever the length of the*

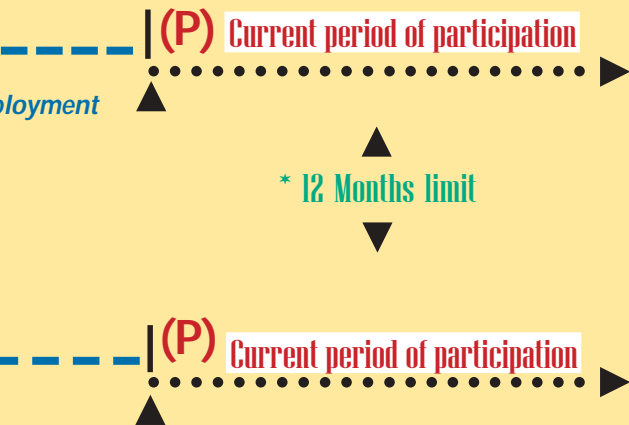
NOTE

- (i) Payment can be made in a **one-time lump sum** or in **monthly installments** over contributory service being restored
- (ii) Payment shall be made (one time-lump sum) or commenced (installments) **within 9**



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1. It is open **WITHIN 1 YEAR** of commencement of current **Participation**
2. Only the most **most recent** prior contributory service can be restored
3. Your prior period of participation must have been **less than 5 years**



Election must be made within 1 year of re-commencement of participation

employment interruption

(P) Beginning of Participation

• • • Period of employment

— — Interruption of employment

a period of no longer than half the length of the prior

90 days of the date of the notification

Regulations

(a) A participant re-entering the Fund after 1 January 1983 may, within one year of the re-commencement of participation, elect to restore his or her prior contributory service, provided that on separation the participant became entitled to a withdrawal settlement under article 31(b)(i), and provided further that the service was the most recent prior to the re-entry.

(b) Notwithstanding the provisions of (a) above, if the recipient or former recipient of a disability benefit again becomes a participant in pay status, the contributory service, for which the participant has not received a benefit, preceding the commencement of the disability benefit, shall be restored.

(c) A beneficiary of the participant may make the election under (a) above, under the same conditions as a beneficiary under article 23(b).

(d) Restoration under (a) above shall be subject to receipt by the Fund of contributions in accordance with article 25(d).

Article 24: Restoration of prior contributory service

Administrative rules

Section F Restoration of prior contributory service

F.1 A participant who elects to restore prior contributory service as a former participant under article 24(a) of the Regulations shall give notice in writing of such election to the secretary of the staff pension committee of the member organization by which he or she is employed not later than one year after the re-commencement of participation and in any case prior to the date of separation if earlier.

F.2-(a) The secretary of the committee, if satisfied that the conditions of article 24(a) have been fulfilled, shall ascertain from the Chief Executive Officer the periods of prior contributory service of the participant, together with the amount of the withdrawal settlement received under article 31(b)(i) and the interest thereon to the date of the notice of election, and shall notify the participant in writing of the total amount due.

(b) The amount due from the member organization shall be the amount of the refund, if any, received by it under article 26 of the Regulations in force on 31 December 1982 with interest as in (a) above.

F.3 The participant shall make, or commence, payment of the amount within ninety days of the date of the notification by the secretary under rule F.2 above, either

(a) In full in a lump sum; or

(b) In equal monthly installments, with interest, over a period no longer than half the length of the prior contributory service elected to be restored, provided that the total amount due shall be payable prior to the date of the participant's separation.

F.4-(a) Payment shall be made, in accordance with the method selected by the participant under rule F.3 above, by remittance to the organization within the time-limits applicable.

(b) In the event of default in the payment of a lump sum or the first payment of an installment, the right of the participant to restoration shall be deemed to be cancelled; in the event of default thereafter, the participant shall be given notice in writing by the secretary of the committee to effect payment within ninety days, failing which the right to restoration shall similarly be deemed to be cancelled.

(c) A participant whose right to restoration is cancelled shall be refunded forthwith the payments already made, with accrued interest, and shall forfeit any further right to such restoration.

F.5 A beneficiary who elects to restore on behalf of a deceased participant under article 24(c) of the Regulations, or to make or complete the remittances due by a participant who had so elected prior to his or her death, shall be bound, *mutatis mutandis*, by the provisions of rule E.4 above.

REST

Restoration allows you to reimburse to the Pension Fund the amount that was paid to you as a withdrawal settlement when you left (plus interest) and to add this prior contributory service to your present participation.

UNITED NATIONS JOINT STAFF PENSION FUND Notice of Election to RESTORE Prior Contributory Service under Article 24 of the Regulations

INSTRUCTIONS

1. (a) Before completing this form, please read article 24 of the Regulations. Administrative rules F.1 through F.5 describe the procedure to be followed.
 - (b) Notice of election to restore your prior contributory service must be submitted within one year of the date of recommencement of participation and in any event prior to separation, if it occurs during that year. Failure to observe this time limit results in the permanent forfeiture of your right to restore such service.
 - (c) Election may apply only to prior contributory service of less than five years. If there are several periods of service, only the most recent one prior to current participation can be restored.
 - (d) This notice should be submitted to The Secretary of your local Staff Pension Committee.
2. As soon as possible after submission of this notice, you will be informed of the options available to you for making payment and of the respective amounts due.
 3. Upon receiving the information mentioned in Item 2, you will have 90 days from date of notification in which to make or commence payment. If you do not do so within 90 days, your right to restoration will be deemed to be cancelled.

I, _____, hereby
(PRINT NAME)

elect to restore prior contributory service with the following member the period(s) specified:

Organization	Date from	
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

If prior to your present participation in the Fund, you had a prior participation of **less than 5 years** for which Pension Fund had paid to you a withdrawal settlement, indicate this period here with your former pension number.

WARNING !! Notice of Election to Restore must be submitted **within 12 months of the date of entry into Pension Fund.** Beyond this deadline, there will be no other opportunity to restore.

(Signature of Participant)



Contacting the UN Pension FUND

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***Obtain more information on the Pension Fund Web Site
www.unjspf.org***

***The secretariat of the
Staff Pension Committee will assist participants from member
organisations for their Restoration.***