



Prairie Region

Prairie Action Update

News for CUPW Prairie Region Members

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TIPS on RETIRING

1. Calculate the value of your pension for the date or dates you are considering (get estimates of your pension with the various dates on the Canada Post Pension site using the calculator: www.cpcpension.ca. Remember this is just an estimate. The final accurate calculations will come with your retirement packages.

2. If you are an Urban Operations Postal Worker, take advantage of the provisions of Article 42 of the Collective Agreement, which allows you to request detailed information regarding your pension and it must be provided within 30 calendar days of your request.

You can send an email, or a written request.

The request should say: "I am requesting information on my pension per the provisions of Article 42 of the Urban Operations Collective Agreement.

3. If you are an RSMC, you should contact the Canada Post Pension branch and ask, in writing, for the following:
 - your total period of pensionable service
 - any period of service that was not pensionable
 - your average annual earnings for your best five consecutive years, the identification of these years, and your earnings during each of these years
 - the different options of benefits which you may be entitled to upon retirement

You can send an email or a written request.

The request should say "Please provide me the following information, so I am able to assess my retirement options:

- my total period of pensionable service
- any period of my service that was not pensionable
- my average annual earnings for my best five consecutive years, the identification of these years, and my earnings during each of these years
- the different options of benefits which I may be entitled to upon retirement

Please provide me this information as soon as possible. Thank you

Yours truly,

Name
Canada Post ID
Date
Contact information"

4. Become familiar with the cost of post retirement benefits which include: extended health benefits, dental and basic life insurance. You can find the cost on the Canada Post Pension website at https://cpcpension.com/db/db_ret_postret_benefits-e.asp. Both RSMCs and

Urban members, need to have fifteen (15) years of continuous service (includes your On Call Relief service as per Clause 8.04 and temporary service as per Clause 44.17 of the RSMC and Urban agreements respectively).

A member can be entitled to post-retirement benefits with less than 15 years of service if they are approved for Canada Post Medical/Disability retirement or retire due to a total disability with an unreduced pension. You also must be part of the plan as an active employee in order to be eligible for post-retirement benefits.

5. When you retire, you will need to apply for your post retirement benefits, within 60 days of your retirement. If you decline coverage, you **cannot** opt in after the fact. You are not compelled to choose all of the benefits. If you opt for this you must pay for this monthly. The money comes out of your bank account.
6. Ensure you have at least ten (10) days of pay in the month you wish to retire, in order to maximize your vacation, and personal days. Ten days of pay in a month is different from 10 days of work in a month, as CPC will claw back any paid leave that you did not earn. Days of pay include, vacation leave, personal days, comp time, days in lieu, paid special leave, quarantine leave etc.
7. The Urban Operations annual leave year runs from April 1 to March 31st. The RSMC annual leave year runs from January to December. If you are a worker in the Urban Operations group you earn annual leave credits each month you are entitled to pay for 10 days in that month. If you are an RSMC you accumulate credits each month in which you receive pay. You will need to consult the Collective Agreement to determine how much annual vacation leave you are entitled to.

“Entitled to pay” includes paid leave – e.g., annual leave, sick leave, pre-retirement leave or statutory holidays.

Your vacation leave allotment bid/scheduled prior to the beginning of the fiscal year will be prorated should you retire before the end of the fiscal year. Remember that you are only entitled to vacation leave credits for the months you were paid at least 10 days.

For example if you were an Urban Operations member who has 28 years or more of completed service and you retired on September 30, you would be entitled to 6/12s of your seven week entitlement which would be 17.5 days. If you had taken 4 weeks (20 days) of Annual Leave in July you would be required to pay back the amount that is over your entitlement, in this example 2.5 days. Similarly, if you didn't take any Annual Leave during the 6 months, the employer would have to pay you the 17.5 days at retirement.

This is the same for RSMCs except that their fiscal year is different, January 1 to December 31.

Check the calendar carefully. Adjusting your retirement date could entitle you to some more annual leave. You also want to ensure that you don't end your employment owing annual leave.

8. If you are entitled to pre-retirement leave, use all the leave that is available to you. It will not be paid out if it is not used. Please speak to your Shop Steward about accessing pre-retirement leave.
9. Use the separate Vision and Hearing Care Plan before retirement, as it does not continue in retirement. However, the hearing and vision portion of your Extended Health Plan continues in retirement, if the member opts for it and pays for it. The separate vision plan (which does not continue in retirement) is an additional \$300 every four years towards the cost of glasses for you, your spouse and each of your eligible dependents. The vision portion of your extended health plan, which continues in your retirement, is 80% of \$400 every four years. Therefore, it is advisable to get glasses for you, your spouse, and eligible dependents before you retire.

10. There may be a delay between being taken off the Canada Post extended Health care plan as an active employee, and obtaining benefits under the retirees extended health care plan. Canada Life is advising some new retirees that this may take up to three (3) months. Therefore, if possible it is advisable to completely fill all your prescriptions, shortly before your retirement date.

During this delay period you are still covered. You will have to pay the full amount of your prescriptions and then submit for a reimbursement.

11. People should get their dental work done before they retire especially if the work falls under the category of major dental work. The retiree dental fee guide is used for reimbursement is 2 years prior to the date when the treatment was rendered, whereas with active employees there is a one-year lag. The limit for "major dental" work for active members was increased to \$2,000.00 per year. For retirees it is \$1,500.00.
12. Currently there is a premium holiday for our additional hospitalization coverage --level A under our retirees extended health plan. This means that we are not paying premiums for increased hospitalization coverage. Therefore, when people retire they should opt for the A level of hospitalization coverage --- as it is currently free. You should be notified when this changes, and then you will be able to reduce your level of hospitalization coverage.
13. There are some individuals who did not take the immediate pay out of severance pay in 2004 and chose to leave it with CPC and get paid out at the time of retirement based on the current hourly rate of their classification.
14. Canada Post will also balance out your vacation and other leave credits, and anything else that the payroll department needs to review. If you owe money to Canada Post, you will be notified by letter. . In some situations, Canada Post has held back the final paycheck of people who owe money
15. Full time Urban Operations bargaining unit workers may owe Canada Post money as a result of the pay advance you received from Canada Post in January 2018. This pay advance was to ensure continuity of your pay as Canada Post switched the method in which they paid people.
16. You can retire any day of the week, and you can retire any month in the year. However, in order to maximize your pension indexing (increases in your pension to keep up with the cost of living) it is advisable not to retire on the last day of the month.
17. You do not have to give Canada Post any advance notice that you are retiring. However, it is strongly advisable to give 3 months advance written notice. This is to avoid problems and in order to have a smooth retirement.
18. Your retirement notice should include your name and your Canada Post I.D. It should say:
- "I am planning on retiring. My last day of work will be _____. My first day of retirement will be _____(it is the next day). Please give this notice to Access HR, the Canada Post Pension Centre, and all other pertinent Canada Post departments and people".
19. It is important that when you retire you stay connected to both CUPW and retiree organizations in order to protect your pension. You are encouraged to:
- send a written letter to your Local Secretary Treasurer asking for retired member Status in CUPW|. It is free.
 - join the National Organization of Retired Postal Workers. The web site is www.norpw.org

