

## **Financial Services Commission of Ontario**

### **Pension Assessments Frequently Asked Questions**

#### **1. What is a Pension Assessment?**

A pension assessment is the amount of money that is to be recovered from each pension plan to cover all expenses and expenditures incurred and made by the Financial Services Commission of Ontario (FSCO) in respect of the pension sector.

The pension assessment replaces the prior Annual Information Return fee structure for pension plans.

#### **2. When will my pension plan be sent the first pension assessment, and how often will future pension assessments be sent?**

A pension assessment invoice (sample attached) will be sent to all pension plan administrators in February of each year, beginning in 2008. Plan administrators are required to pay the assessment within 30 days of the date of the notice.

Please note that Ontario Shared Services (OSS), Financial Transactional Services Division, will be issuing the pension assessment invoices, collecting the assessments, following up on any overdue payments, issuing monthly statements, and handling general inquiries about the invoices on behalf of FSCO. OSS is part of the larger Ministry of Government Services, whose mandate is to deliver services to the ministries and agencies of the Government of Ontario.

#### **3. What period is covered by the pension assessment?**

The pension assessment period runs from April 1 to March 31.

#### **4. Where does the information on my pension plan's membership come from?**

The membership data is based on the Annual Information Returns filed by the pension plan administrator.

#### **5. Who do I contact if the membership data on my pension assessment invoice is incorrect?**

Contact Joey Shiner, Coordinator, Administrative and Support Services, Pension Division, FSCO, by telephone at 416-226-7806, or toll-free at 1-800-668-0128 ext. 7806, or by email at [jshiner@fSCO.gov.on.ca](mailto:jshiner@fSCO.gov.on.ca).

**6. My pension plan has wound up. Why did I receive a pension assessment invoice?**

If the pension plan was active for any portion of the assessment period, your pension plan is required to pay an assessment.

**7. What is FSCO's fiscal year?**

April 1 to March 31.

**8. How is the pension assessment calculated?**

The pension assessment has two components: a preliminary calculation, similar to the prior Annual Information Return fee structure, and an adjustment.

**A. The Preliminary Calculation**

The preliminary calculation is based on pension plan membership as provided in the most recent Annual Information Return on file as of the December 31 that falls within the assessment period. The amount/charge is \$6.15 per member and \$4.25 per former member and other plan beneficiary, with a minimum of \$250 and a maximum of \$75,000 per plan.

**B. The Adjustment (appears as Estimated Portion on invoice)**

The adjustment reflects the difference between the total expected FSCO pension sector costs for the fiscal year, less the aggregate of all expected fees and the amount that would be collected from all pension plans under the preliminary calculation.

This difference is allocated among all pension plans on a pro rata basis using each pension plan's preliminary amount and the total amount for all pension plans determined under the preliminary calculation.

The adjustment may be positive or negative. While minimum and maximum limits apply to the preliminary calculation, the total pension assessment (preliminary calculation plus adjustment) may be less than the minimum or more than the maximum limits of the preliminary calculation.

**C. The Pension Assessment**

The pension assessment for a period will be the sum of the preliminary calculation and the adjustment for each pension plan.

**9. Is the pension assessment amount based on actual figures or estimates?**

The pension assessment is based on preliminary calculations of expenditures and fees recovered by FSCO for the respective fiscal year. To calculate your pension plan's assessment share, FSCO uses the most recent membership data on file, as required by the assessment regulation.

When the pension assessment is calculated the following year a debit or credit is also calculated based on the actual expenditures and fees from the previous assessment period. This amount will appear on the invoice under the item description "PY (Previous Year) Adjustment".

**10. Do Annual Information Returns still need to be filed?**

Yes. Annual Information Returns must still be filed in relation to your pension plan's fiscal year.

However, Annual Information Return filing fees no longer apply to any pension plan fiscal year that ends on or after April 1, 2007.

**11. If the pension plan is required to file a Pension Benefits Guarantee Fund (PBGF) fee can it be included with the pension assessment?**

No. The PBGF filing and fee is separate from the pension assessment and should continue to be filed with the Annual Information Return.

**12. How do I update the contact information on my invoice?**

Contact Joey Shiner, Coordinator, Administrative and Support Services, Pension Division, FSCO, by telephone at 416-226-7806, or toll-free at 1-800-668-0128 ext. 7806, or by email at [jshiner@fSCO.gov.on.ca](mailto:jshiner@fSCO.gov.on.ca).

**13. When is payment of the pension assessment due?**

Plan administrators are required to pay the assessment within 30 days of the date of the pension assessment invoice.

**14. Where do I send payment of the pension assessment?**

As specified in the pension assessment invoice, your payment is to be sent to:

Ministry of Finance  
Payment Processing Centre  
33 King Street West  
PO Box 647  
Oshawa ON L1H 8X3

**15. What are the payment methods?**

Payments must be made by cheque, money order or by credit card using the Remittance Advice portion of the pension assessment invoice. By using the Remittance Advice, you will help to ensure that your payment is applied to the proper outstanding invoice.

**16. Can Administrators for multiple pension plans submit one bulk payment for all the plans?**

Yes. To ensure that the payment is applied to all the invoices ensure that the remittance slips for all the pension plans are included with the payment. OSS will ensure that the bulk payment is portioned appropriately. If all the remittance slips are not included the payment will not be applied correctly and will result in overpayment for one pension plan and interest charges for no payment on the others.

**17. To whom should the cheque be made payable?**

Minister of Finance.

**18. Will I be notified of any over due balances?**

Yes. OSS will issue monthly statements (sample attached) at the end of the month that provide details of the current balance owing and amounts overdue. OSS will also issue Dunning letters on the 15<sup>th</sup> of each month on overdue balances.

**19. Who do I contact for more information?**

Contact OSS for questions about filling out and remitting the invoice, or questions concerning the monthly statement of overdue invoices at 416-212-2345 or toll-free at 1-866-320-1756.

Contact FSCO for questions about the pension assessment. FSCO's contact person is Joey Shiner, Coordinator, Administrative and Support Services, Pension Division, FSCO, by telephone at 416-226-7806, or toll-free at 1-800-668-0128 ext. 7806, or by email at [jshiner@fSCO.gov.on.ca](mailto:jshiner@fSCO.gov.on.ca).