



## The Bus Section of the FirstGroup Pension Scheme

### Your pension option pack

# Checklist: step by step






## Overview

Choosing which pension to take will be an important decision, but you won't have to make it alone.

The Company and the Trustee have appointed Origen Financial Services Limited (Origen), a regulated financial adviser, to help members eligible for **Pension B** understand their options and make the right choice for their circumstances.

The Trustee will pay for you to receive advice or guidance from Origen. There will be no cost to you regardless of your decision.

## Important dates

<b>Today</b>		Read this option pack. Learn more about your options and next steps with our 2 minute video. Contact Origen to arrange an advice/guidance call.
<b>By 15 November 2024</b>		This is the latest date you can contact Origen to arrange an advice/guidance call.
<b>By 22 November 2024</b>		Have your advice/guidance call with Origen.
<b>By 13 December 2024</b>		If you decide to choose <b>Pension B</b> , Origen must receive your completed acceptance form by this date. Otherwise, you will automatically receive <b>Pension A</b> from your March 2025 payroll.
<b>From March 2025</b>		The date from which we will make any required back-payments and your new pension payments will start.

**Turn over for your step-by-step checklist**

## Checklist: step by step

Keep this page handy as you go through your option pack, and tick off each step as you go.

<input type="checkbox"/>	Read your option pack <ul style="list-style-type: none"><li>● Review all the figures in your personalised pension statement.</li><li>● Read the enclosed booklet, 'Your pension options in more detail'.</li></ul>		
<input type="checkbox"/>	Visit the Scheme website for access to the short video and supporting information. Go to <b><a href="http://firstbuspensionschemetrustee.co.uk">http://firstbuspensionschemetrustee.co.uk</a></b> and click on the 'Pensioners eligible for Pension B' section within the 'GMP' tab on the menu.		
<input type="checkbox"/>	Explore your options in more detail using our online modeller (see page 4 within your option pack for further details on how to access this).		
<input type="checkbox"/>	Contact Origen by 15 November 2024 to arrange an advice/guidance call at no cost to you.  <b>Register on the Origen Online Client Portal with the code 3097</b> <b><a href="http://FirstBus.origenportal.co.uk/register">FirstBus.origenportal.co.uk/register</a></b>  <b>0800 470 0470 (UK) / (+44) 800 470 0470 (overseas)</b> Monday to Friday, 8.30am to 5.30pm  <b><a href="mailto:FirstBusPIE@origenfs.co.uk">FirstBusPIE@origenfs.co.uk</a></b> Say you are a member of The Bus Section of the FirstGroup Pension Scheme, and you would like to arrange an advice/guidance call. 		
<input type="checkbox"/>	Write the time and date of your advice call below to remind you. <table border="1"><tr><td><b>Date:</b></td><td><b>Time:</b></td></tr></table>	<b>Date:</b>	<b>Time:</b>
<b>Date:</b>	<b>Time:</b>		
<input type="checkbox"/>	Add details of the advice call to your phone or other calendar.		
<input type="checkbox"/>	When it's time for your advice call, discuss your options with your adviser. Use the enclosed 'Talking to your financial adviser checklist' to help you.		
<input type="checkbox"/>	After your advice call, Origen will write to you with a recommendation of whether they think <b>Pension B</b> is suitable for you. If they recommend it is suitable, they will send you a <b>Pension B</b> acceptance form.		
<input type="checkbox"/>	If you decide to choose <b>Pension B</b> , fill in and return the <b>Pension B</b> acceptance form by 13 December 2024. You will receive <b>Pension B</b> from your March 2025 payroll.		

**If you decide not to choose Pension B, you do not need to do anything else. Your Scheme pension will automatically change to Pension A from your March 2025 payroll.**

### Remember





- If you want to choose **Pension B**, you must take impartial financial advice or guidance and return your **Pension B** option form by 13 December 2024.
- If we do not receive your completed form by this date, your Scheme pension will automatically change to **Pension A** from your March 2025 payroll.

# Checklist: talking to your financial adviser

**Important: You can't choose Pension B without taking at least guidance from Origen Financial Services Limited (Origen) – even if you take financial advice from your own financial adviser.**

## Preparing for your call with Origen

For impartial financial advice on your pension options – at no cost to you – contact Origen by 15 November 2024.

	<b>Register on the Origen Online Client Portal with the code 3097</b> <b>FirstBus.origenportal.co.uk/register</b>	
	<b>0800 470 0470 (UK) / (+44) 800 470 0470 (overseas)</b> Monday to Friday, 8.30am to 5.30pm	
	<b>FirstBusPIE@origenfs.co.uk</b>	

**The deadline to contact Origen is 15 November 2024.** Use the checklist overleaf to help you prepare for your advice call.

You will be asked to confirm:

- Member ID (which you can find on your personalised statement)
- National Insurance number
- the scheme name you are calling about (The Bus Section of the FirstGroup Pension Scheme)
- your address, date of birth, contact phone number and
- email address if you have one.

Origen will book you in for an advice call. This will typically be within 5 to 10 working days.

You will also receive an appointment confirmation pack – which can be delivered via post or email. If you opt to use email, please ensure you check your junk folder.

You are welcome to have a trusted third party on the appointment with you. This could be a family member or close friend. If Power of Attorney is in place, Origen will require a copy before the call.

The purpose of the call is for Origen to learn about you and your circumstances so that you can complete a financial questionnaire. All information you provide to Origen is confidential and will not be shared with the Company, Trustee or Scheme administrator.

Your appointment will last approximately 45 minutes, depending on the questions you might have.

After this call, Origen will send you a summary of your discussion. They will also recommend whether **Pension B** is right for you and, if so, send you an acceptance form. This advice is impartial, and after you receive it, the final decision is yours.

**Turn over for your advice call checklist**

## What to discuss on your call

This checklist sets out some of the items you can expect a financial adviser to cover with you regarding **Pension A** and **Pension B**. We suggest you have this with you on your call, to make sure you cover all the points below with them.

<input type="checkbox"/>	The advantages of <b>Pension A</b> and <b>Pension B</b>
<input type="checkbox"/>	The disadvantages of <b>Pension A</b> and <b>Pension B</b>
<input type="checkbox"/>	Current inflation and how that impacts your decision
<input type="checkbox"/>	Any tax implications of taking up <b>Pension B</b>
<input type="checkbox"/>	Your personal circumstances
<input type="checkbox"/>	If you are married or in a civil partnership
<input type="checkbox"/>	If you have other dependants
<input type="checkbox"/>	Protecting your family or dependants when you die
<input type="checkbox"/>	Your health and lifestyle
<input type="checkbox"/>	Your financial circumstances
<input type="checkbox"/>	What you spend
<input type="checkbox"/>	If you have income from other sources
<input type="checkbox"/>	Your State benefits
<input type="checkbox"/>	Your current and future income needs

If you have a recent bank statement, this can be useful during your appointment to help answer some of the above points.

If you are married, Origen will need the above information for your spouse and yourself, unless your spouse objects to sharing it. This helps ensure their recommendation is fully tailored to your circumstances.

**This checklist is intended as a guide. It is not a definitive list of what your advice call will cover.**