

Prince Edward Island Public Sector Pension Plan (PSPP) Policy

Returned Mail	
Policy No.	6
Effective Date	June 29, 2023
Last Revision Date	June 29, 2023
Pages	2

1. GENERAL

Returned mail, for the purposes of this policy, means any mail sent to a person receiving pension benefits under the *Public Sector Pension Plan Act* that is returned to the Pension Office deemed undeliverable by Canada Post starting June 29, 2023.

2. PURPOSE

Subject to this policy, where mail originating from the Pension Office has been returned, this policy is intended to mitigate the instance of overpayment of benefits. Under section 27.3 of the *Public Sector Pension Plan Act*, the Pension Office has the authority to cease payments until the person provides an updated address.

This policy details the maximum time that shall pass between when mail is returned and when a payment will cease and when a pension benefit shall be set up as Accounts Receivable and next step re collection.

3. POLICY

Within 60 days of receiving a piece of returned mail

After on-going and reasonable efforts to obtain a new address have been unsuccessful, the Plan Administrator shall cease payment of pension benefits, and in no case shall a second payment of benefits be made while there is outstanding returned mail.

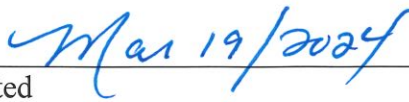
At day 180 after the payments ceased

If the person has not contacted the pension office to satisfactorily update their information to reinstate their pension payments, an assessment will take place. If, given the information available, there is a reasonable expectation that an overpayment occurred, the overpayment amount shall be set up as an account receivable.

On a case-by-case basis, the Commission reserves the right to initiate a collection process under subsection 27.2(2) of the *Public Sector Pension Plan Act* and per the *Collection of Overpayments & Write-Off Policy*.

This Policy, No. 6, was approved by the Commission for the Prince Edward Island Public Sector Pension Plan at a regular meeting of the Commission held June 29, 2023.


Denise Lewis Fleming, Commission Chair


Dated