



Brant Haldimand Norfolk Catholic District School Board

POLICY: EMPLOYEE RETIREMENT

Adopted:	11/06/02	Policy No:	300.07
Revised:	24/10/06	Policy Category:	Human Resources

Policy Statement:

Effective December 12, 2006, human rights legislation has been amended to eliminate mandatory retirement age. While respecting the new legislation, the Brant Haldimand Norfolk Catholic District School Board anticipates a normal retirement age of 65 for all employees.

Policy Criteria:

- (i) This Policy applies to all individuals who are employed by the Board.
- (ii) Employees are eligible to retire with a full, unreduced pension at their normal retirement age as defined by the pension plan of which they are a member.
- (iii) Employee benefit coverage under the Board's contracts with insurance carriers ceases at the age of sixty-five (65) for all retirees and active employees.

Glossary of Key Policy Terms: N/A

Statutory / Regulatory / Related Board Policy Linkages:

Ontario Human Rights Code
Employment Standards Act, 2000
Pension Benefits Act



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ADMINISTRATIVE PROCEDURES: EMPLOYEE RETIREMENT

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1. Any employee of the Board who wishes to retire will provide the Board with written notice in advance of such retirement.
2. To facilitate applicable retiree benefit enrolment, pension reporting and staffing arrangements, employees are requested to provide the Board with a minimum of ninety (90) days written notice of his/her retirement date.
3. To assist in determining eligibility for enrolment in Board retirement benefit plan(s), employees who intend to retire will notify the Board in writing that he/she qualifies for an immediate pension (with payment commencing within two months of retirement) and/or meets the combined service and age factor as outlined in the applicable collective agreement.