



Pension Policy

General

Cava Security Services Ltd operate a workplace pension scheme with NEST.

- Nest grows your money ready for you to take at retirement.
- That means investing in well-run organisations with sound environmental and social practices.
- Not only will this help sustain people and the planet there's a better chance of long-term success and profitability.

A workplace pension is a scheme set up by your Cava Security Services Ltd on your behalf to help you save for retirement. Many UK workers have been automatically enrolled into workplace pension schemes like Nest so that you can prepare for the future simply and smartly.

Workplace pensions are different to most other types of pensions because both you and your employer will make contributions.

Benefits to saving with a workplace pension like Nest.

- You get extra money on top of your salary in the form of employer contributions.
So starting to save into a workplace pension is a bit like getting an immediate pay rise from Cava security Services Ltd.
- You receive tax relief on money you put into your pension as it comes out of your earnings.
- You don't need to worry about managing your pension as Nest keeps everything in order for you.
- You can work towards the quality of life that suits you when you retire.
- You can increase your retirement income beyond your state pension.
- You can watch your money grow more than it would in a cash ISA, for example, as your pension pot is spread across a range of investments.

- You can be comfortable in the knowledge that Nest was set up and is regulated by the government.
- You can make a small change now that could make a huge difference to your life in the future.

All Communication to employers will be from Nest or kms payroller services and Cava Security Services Ltd

Employees

Cava Security Services Ltd has chosen to use NEST to help you save for your retirement.

NEST is a high-quality, online pension that is run in its members' interests and is designed to be simple to use. It offers its members value for money, with an investment approach that aims to look after members' savings for a better retirement outcome.

Depending on your age and earnings you may be automatically enrolled into NEST. If you are enrolled into NEST, you'll receive an information pack in the post.

If you are not automatically enrolled but wish to join NEST, or you may choose to pay more into NEST, this can be managed by either:

kevin.smith@kmspayrollservices.co.uk
lindaharris@cavasecurity.co.uk

or alternatively you can top up your pot directly through your online account.

It is important that you feel in control of your retirement savings. With NEST you can view and make changes to your account online. You'll need your member ID or your National Insurance number to access your account for the first time.

Putting money away in a pension can be a very effective way of saving for your future. If you have been automatically enrolled, you and your employer will pay minimum contributions based on a percentage of your pay, but if you want, you can add more to your pot. And for eligible contributions, the government will add 20p for every 80p you invest. Higher rate taxpayers can claim additional tax relief by contacting HMRC.

The government puts a limit on the total amount you can pay into pension schemes each tax year without paying extra tax. This limit is called the annual allowance. If the total amount you pay into all your retirement pots in one tax year goes over the annual allowance, you'll have to pay a tax charge on the amount that goes over. Most members will not be impacted. For more information go to gov.uk/tax-on-your-private-pension/annual-allowance

You should consider carefully how much you need to set aside for your retirement.

Your NEST pot will stay with NEST until you decide to take your money out of NEST at retirement. Currently the minimum age for taking your pot at retirement is 55.

However, you can transfer money in and out of NEST at any time. NEST will not charge for this but it's important that you check any fees or charges applied by your other provider. Bringing together existing pots into NEST can make managing your pension savings more

straightforward. It's important to be aware that transferring money into NEST may not be in everybody's interests.

Find out more about NEST at nestpensions.org.uk

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Signed: *Mal Ullah*