

# Fondation Collective Groupe Mutuel Regulations for administrative fees

Edition: 1 January 2024

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## Art. 1 Purpose and scope of application

- These regulations set out the management fees, according to Art. 39, para. 4 of the Pension Fund Regulations of Fondation Collective Groupe Mutuel, hereinafter referred to as the Foundation.
- These regulations set out the administrative fees and other fees arising from the affiliation agreement or the pension fund relationship, which are included in the contributions.

## Art. 2 Administrative fees

- To ensure that administrative fees are covered, the Foundation deducts, as part of the statutory contributions, contributions consisting of fixed or variable fees, the amount and nature of which are set out in the technical appendix of each affiliated entity. A weighting factor that takes into account the size and complexity of the contract may be applied to the amount of the fees.
- Administrative fees include data hosting, accounting (excluding securities accounting) and day-to-day administrative management, as well as structural fees specific to each affiliated entity.
- Each affiliated entity may provide for additional administrative fees in a technical appendix.
- The Foundation regularly checks that the statutory contributions are in line with the administrative fees, and decides, if necessary, to increase or reduce them based on actual expenses.

## Art. 3 Other administrative fees

- For the following fees, the Foundation may charge a flat-rate fee to the employer or entity.
  - Collection procedure**

Formal notice	CHF 100
Setting up a payment plan	CHF 300
Information to the administrative committee and to the supervisory authority	CHF 200
Request to start debt proceedings	CHF 500

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|--------------------------------------|-----------|
| Release of such a request            | CHF 800   |
| Request to continue debt proceedings | CHF 500   |
| Request to file bankruptcy           | CHF 1,000 |
- Retroactive changes**

Retroactive transfer announced after the annual closing of accounts	CHF 200
Disability cases announced more than 12 months late	CHF 300
  - Termination by an employer affiliated through a joint pension fund**

Early termination with affiliation of less than or equal to 12 months	CHF 500
Early termination with affiliation between 12 and 30 months	CHF 300
  - Termination of a pension fund**

Early termination with affiliation of less than three years	CHF 2,000
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  - Other extraordinary fees**

Reduction in pension plan benefits in the course of an affiliation	CHF 500
Contract with no active insured members	CHF 400
Major work	CHF 300
- For the following fees, the Foundation may charge an hourly rate to the employer or entity:
    - Distribution of uncommitted funds
    - Partial liquidation
    - Restructuring
    - Other specific mandates (plus VAT)
  - Extraordinary expenses incurred in connection with the termination of an affiliation (paragraph 1 letters c and d) may give rise to additional costs invoiced at an hourly rate.

## Art. 4 Use of external experts

The lump-sum amounts for administrative fees do not cover the use of external experts. These costs are borne by the entity or by the employer if expressly requested by the latter.

## **Art. 5 Entry into force and amendment of the regulations for administrative fees**

### **1. Entry into force**

These regulations shall enter into force on 1 January 2024.

### **2. Version**

These regulations may be translated. The French version is authoritative.

### **3. Amendments**

Any amendments to these regulations must be submitted to the Foundation Board for approval.

These regulations were approved by the Foundation Board on 12 December 2023.

Fondation Collective Groupe Mutuel

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