

UNIVERSITY OF THE WITWATERSRAND RETIREMENT FUND

31 July 2024

The Members
University of the Witwatersrand Retirement Fund

Dear Members,

THE TWO-POT SYSTEM

As most of you are aware, the Two-Pot System will be implemented with effect from 1 September 2024.

1. How will the Two-Pot System work?

We enclose a one-page summary that provides a high-level overview of the Two-Pot System.

2. The Fund's Two-Pot System communication plan

The Board of Trustees has agreed on a comprehensive communication plan to ensure that all members are fully informed on how the Two-Pot System will work and how it will impact members.

The communication will be provided in the form of written material, videos, online webinars as well as in-person presentations.

A. Written Material & Videos

The member communication plan has been designed to deal with different components of the Two-Pot System separately.

The following material will be made available to members and will be rolled out over the next few weeks to avoid an overload of information in a short timeframe:

Savings Withdrawals Explained	Video	English
	Written Document	Afrikaans
Members that were over 55 on 1 March 2021	Video	Zulu
	Written Document	Xhosa Sotho
What happens when I leave my employer?	Video	Ndebele *
	Written Document	Siswati *
How to make savings withdrawal	Written document	English
Older Members – how to opt in to Two-Pot	Written document	English
Frequently Asked Questions	Written document	English

* Only the written documents are available in Ndebele and Siswati

The communication material will be made available via the following channels:

- **Email and SMS**

The Fund's administrators, Ensimini, will send links to the communication material to you via email and SMS.

Please ensure that your Human Resources representative has your latest cell phone number and email address on record. If not, Ensimini will not be able to send the communication to you.

Please be on the lookout for emails and text messages from Ensimini in the next few weeks.

- **Fund Website**

The communication material will also be available on the Fund's website www.uwrf.co.za.

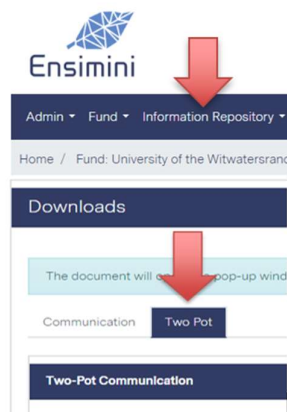
- **Ensimini Online**

All the material will also be made available on the Information Repository on Ensimini Online.

To access Ensimini Online, you must first register. To do so, please follow the following steps:

1. The Ensimini web platform is available at <https://www.ensimini.com/login>.
2. Select "LOG-IN Retirement Funds".
3. You will be prompted to enter a username and password.
4. If you are logging on for the first time kindly contact Ensimini at info@ensimini.com to obtain information on your username and password.
5. Once the username and password has been entered for the first time, you will be prompted to change the password to one of your choice.
6. You will use the same username and password for the web and smartphone platforms.

To access the information on Ensimini Online, please log in to Ensimini Online and select Information Repository and then the "Two Pot" tab – see below.



B. Webinars

Ensimini is hosting webinars to provide further explanations and to address questions that you may have.

The dates and times of the webinars are published on Ensimini' website where you can register for the seminars.

Please visit www.ensimini.com/twopot to view the webinar dates, topics and to register to attend the webinar that best suit you.

C. In-Person Presentations

We will be scheduling a number of in-person presentations to explain the Two-Pot System and to allow members to engage with the Fund's service providers for further clarity.

Dates and times for the in-person presentations will be communicated to you shortly.

3. Making Savings Withdrawals

From 1 September 2024 you will be able to use Ensimini Online to submit savings withdrawal claims directly to the Fund's administrator, Ensimini, via Ensimini Online. If you use Ensimini Online, you will pay a lower savings withdrawal fee and your savings withdrawal claim will be processed much quicker than if you submitted a savings withdrawal form to us.

We encourage you to register on Ensimini Online if you have not already done so.

4. Savings Withdrawal Fees

The following fees (incl. VAT) will be deducted from each savings withdrawal that you make

- If submitted via Ensimini Online: R230 per claim.
- If submitted manually: R345 per claim.

This fee will be deducted from your savings withdrawal claim before it is paid.

Conclusion

Please read the information that will be distributed to you over the next few weeks carefully and participate in the webinars and in-person presentations that will be taking place.

Please also visit the Fund's website www.uwrf.co.za as well as Ensimini's Two-Pot System information page www.ensimini.com/twopot for more information. Questions regarding the Two-Pot System can be directed to Ensimini via email: twopotinfo@ensimini.com.

Yours faithfully



Jeremy Gill
Principal Officer

Tumishi Madihlaba
Vice Chairperson of the Board of Trustees