
Subject:

Bursars Bulletin 9/2017-Temporary Absence Of Members



Dear Bursar

Please note that the following applies for temporary absence of members i.e. annual leave, maternity leave, family responsibility leave, study leave, leave for religious reasons, sabbatical, unpaid leave, etc...

The Fund rules state:

Temporary Absence Of Members

The membership of a MEMBER continues if the MEMBER is absent from service and such absence is authorised by the PARTICIPATING EMPLOYER concerned; provided that -

1. the entitlement of such MEMBER to any RISK BENEFIT is subject to the provisions of the RULES and the terms and conditions of the RISK POLICY concerned;
2. the contributions payable by the MEMBER (if any) and the PARTICIPATING EMPLOYER immediately before such absence shall continue to be paid unless the PARTICIPATING EMPLOYER decides otherwise and notifies the FUND accordingly in writing.

The Group Risk Policy states:

Authorised Absence from Work

1. An Insured Person will remain insured for up to one year while he is absent from work, and such absence has been authorised by the Employer and that premiums continue to be paid.
2. The insured amount applicable to him during his absence will be equal to the insured amount that applied to him immediately before his absence, unless the Proposer, in consultation with Old Mutual, decides on a lesser amount.
3. The provisions governing the termination of insurance will continue to apply while the Insured Person is absent from work.

NB: Please note that it is the responsibility of the school to ensure that a member is placed in the correct category when submitting payroll.

For assistance with the completion of Employer tasks associated with the administration of the Fund, i.e. resignation, dismissal, retrenchment, retirement, death, funeral and disability claims for the members of the funds. Please refer to the administration manual which can be accessed on the ISASA website at <http://www.isasapensionfund.co.za/bursar-application-forms>

Regards,
ISASA Team