

# Step-by-step plan net pension

### Step 1

#### **Employee: log in and obtain information**

Your employee logs in on My Aegon Cappital. All the information about net pension is conveniently presented there. Below, you can see how it works.



Your employee decides what fixed percentage of the pensionable salary will be contributed. He also indicates what to insure: a partner's pension and an orphan's pension, only an orphan's pension if the employee has no partner, or no cover at all.

| ~        | Percentage extra investment pension  | 100 | 9/0 |
|----------|--|-----|-----|
|          | 25%  | 100 |     |
| <b>~</b> | Insure partner's pension and orphan's pension  |     |     |
|          | Insure orphan's pension (only choose this if you have no partner but do have children) |     |     |



Your employees will naturally want to know what the net pension can do for their pension. We show this in three different scenarios: a best-case scenario, a worst-case scenario and a scenario in which things go according to expectation. We do this on the basis of calculation rules prescribed by the Dutch central bank (DNB). This is called the uniform calculation method (URM).



### Step 2

#### Employee: start with net pension or opt for more advice

Your employee can submit his choice directly in My Aegon Cappital. He will then immediately receive confirmation of his choice in the My Aegon Cappital message box.

Good advice is very important when making financial choices. Therefore, we refer to the adviser in several places. With the message: if you need financial advice, contact an adviser. The choice here lies with the employee.



### Step 3

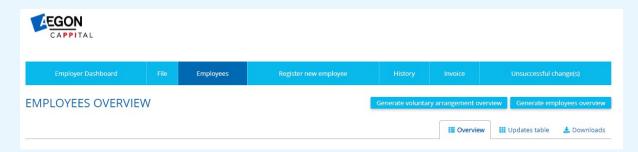
#### **Employer:** you receive a notification when something changes

We collect all applications and changes we received in a monthly overview. This overview is published in the employer portal. You'll then receive a notification from us.

### Step 4

#### **Employer: download the monthly overview**

In the employer portal, go to the 'Employees' tab and select 'Generate voluntary arrangement overview'.



### Step 5

#### **Employer: adjust the payroll accounts**

The invoice breakdown follows a few days after the monthly overview. In the employer portal, go to the 'Invoice' tab and select the Excel icon. Use the amounts on the breakdown to adjust the payroll accounts.



## Frequently asked questions

#### How often can an employee change his choice?

This can be done monthly via My Aegon Cappital. The desired amount should be registered before the deadline.

#### By what date at the latest must an employee submit his choice?

This varies from month to month. <u>View the deadlines for this year</u>. If the choice has been submitted before the specified date, then the change will take effect on the first day of the following month. After these dates, it is not possible to submit new changes for one week at a time.

#### When will I receive the invoice from Aegon Cappital?

See when you receive your invoice.