



## PENSION BULLETIN 2018-03

To: Pension Plan Administrators

Re: Financial Statements and Actuarial Valuation Reports/Cost Certificates

Date: 20 August 2018

Please be advised that Financial Statements must be filed at the same time as an actuarial valuation report or cost certificate is required to be filed (please see subsections 9(9) and 9(10) of the *General Regulation - Pension Benefits Act* as well as subsection 14(7.1) of the *Shared Risk Plans Regulation - Pension Benefits Act*). The Financial Statements are filed through our online portal (<https://portal.fcnb.ca>) as part of the filing of either the actuarial valuation report or the cost certificate.

We are aware that these documents are often prepared by different service providers; therefore we would suggest that the financial statements be sent to the individual responsible for filing the actuarial valuation report or cost certificate (the actuary, for example) so that they may upload the financial statements as part of their submission. Alternatively, the actuary could begin the online submission of the actuarial valuation report and save as a draft and the administrator could submit the actuarial valuation report/cost certificate once they have uploaded the financial statements. Please note the requirement to file financial statements also applies to individual pension plans.