

Dear colleague

Please note the following important matters concerning staff benefits.

1. Stellenbosch University Retirement Fund (SURF) contribution rate

In 2020, the SURF rules were amended to permit reduced contribution levels to a minimum of 5% of pensionable remuneration as a temporary measure to offer members some financial relief. In 2021, the rule amendment was reversed to ensure that all employees appointed from 1 January 2022 again contributed at least 15%. In line with this, the SURF board of trustees have decided to automatically increase the contribution rate of all employees who have been contributing below 15% of pensionable remuneration, by 2,5% per year. The objective is to gradually restore contribution levels to 15%. However, should your financial position not allow for an increase in your fund contributions, you may choose to retain your current contribution rate. Please email the Human Resources Client Service Centre (sun-e-hr@sun.ac.za) to indicate your choice. For record-keeping purposes, Human Resources will act on written requests only.

2. Benefits for 2025

In October 2024, the University and its consultants again conducted a market analysis to source the best premiums for our risk benefits. While pricing in the insurance market is still subject to some uncertainty, the insurers did try to lower their premiums wherever possible. Human Resources, the University's benefit consultants (Simeka) as well as the SURF Death and Benefits Subcommittee thoroughly examined the quoted premiums and returned to the negotiating table several times to secure the best possible deal for our employees. The results of the market research are listed below, by risk benefit:

a. Spouse's and children's pension

Current insurer: Sanlam

Benefit: Spouse's pension (35% of pensionable remuneration) and children's pension (maximum three children; 10% of pensionable remuneration), but with minimum cover of two times annual pensionable earnings. Where the benefit is paid as a pension, annual increases will be in line with inflation, but capped at 10%.

SURF members with no spouse or qualifying children may opt out of this insured death benefit.

Click on the link for more information and application documents:

[Spouse's and children's pension](#)

Current tariff: 1,047% of pensionable remuneration
New tariff: 0,995% of pensionable remuneration

Monthly cost of the benefit based on pensionable remuneration of R400 000 per annum:

Current cost: R349,00
New cost: R331,67

b. Group life insurance

Current insurer: Old Mutual
Benefit: Five times pensionable remuneration
Current tariff: R0,249 per R1 000 cover
New tariff: R0,249 per R1 000 cover

Monthly cost of the benefit based on pensionable remuneration of R400 000 per annum:

Current cost: R498,00
New cost: R498,00

Please note the following:

- Click [here](#) to view Old Mutual's disclosure document.
- If you reduced your benefit to three times or one time during 2024, you will be defaulted back to five-times cover on 1 January 2025. To reduce your cover to three times or one time for 2025, please email your request to the Human Resources Client Service Centre (sun-e-hr@sun.ac.za) before the end of February 2025. For record-keeping purposes, Human Resources will act on written requests only.

Optional additional cover of two-times pensionable remuneration

Current tariff: R0,162 per R1 000 cover
New tariff: R0,162 per R1 000 cover

Click on the link for more information:

[Additional group life cover](#)

c. Disability cover

Current insurer: Momentum
Benefit: Maximum of 75% of total cost of employment (capped at pre-disability net income, taking into account the marginal tax rate), after a three-month waiting period

Current tariff: 1,067% of pensionable remuneration
New tariff: 1,067% of pensionable remuneration

Monthly cost of the benefit based on pensionable remuneration of R400 000 per annum:

Current cost: R355,67
New cost: R355,67

d. Spouse's insurance

Current insurer:	Old Mutual
Benefit:	Two times pensionable remuneration
Current tariff:	R0,307 per R1 000 cover
New tariff:	R0,307 per R1 000 cover

Monthly cost of the benefit based on pensionable remuneration of R400 000 per annum:

Current cost:	R245,60
New cost:	R245,60

e. Funeral cover

Current insurer:	Old Mutual
Benefit:	Current maximum cover of R30 000
Current tariff:	R34,30 per family (R30 000 benefit)
New tariff:	R46,30 per family (R40 000 benefit)

Please note the following:

- After we secured a significant premium reduction for 2024, we received a request to increase the benefit from R30 000 to R40 000. We are pleased to report that we were able to negotiate a R40 000 benefit at a monthly premium of R46,30, which is only R12 per month more. For now, the additional benefit for extended family members remains at R30 000 (see below), and we will still be reaching out to employees to understand their needs in this regard.

Additional funeral cover (R30 000 benefit)

Aged up to 64:	R57,00
Aged 65 to 74:	R112,50
Older than 74:	R183,00

Click on the link for more information:

[Additional funeral cover](#)

3. Important leave-related information

The leave carry-over on 31 December 2024 also means that applications for leave payouts at the end of January 2025 (applicable to permanent appointees whose employment conditions provide for this) should be made *in January*.

The option "SUN Accum Leave Encashment JV" on the system has been adjusted to enable automatic approval. Please capture your application on or before 11 January to receive payout along with your January remuneration.

- Applications for payout of up to 19 days must be entered on the Oracle SUNEmployee Self-Service platform.
- For applications for payout of 20 or more days, please use this [form](#). Employees who complete a paper application for leave payout must ensure that the form reaches Human Resources before 10 January to allow for timeous processing.

We'll appreciate your assistance in also distributing this notice to all staff without email access.

For any enquiries, feel free to contact the Human Resources Client Service Centre on 021 808 2753 or sun-e-hr@sun.ac.za.