



Fact sheet:

# Leave without pay – Divisions CB, CC or CE

As a member of Division CB, CC or CE, your contributions must generally continue while you are on leave without pay (LWOP) from employment with the Commonwealth Bank Group.

## General advice warning about using or relying on this information

The information in this document is general information only and does not take into account your individual objectives, financial situation or needs. You should consider the information and how appropriate it is to your own objectives, financial situation and needs before making any decisions. You should read your Member Booklet carefully; these are available from [oursuperfund.com.au/memberbooklets](http://oursuperfund.com.au/memberbooklets) or by calling us. You should consider seeking professional advice tailored to your personal circumstances from an authorised financial adviser before making a decision.

## Contributions for your first 3 months of LWOP

For all types of LWOP, you must continue making personal contributions to Division CB, CC or CE at your usual contribution rate for the first 3 months of your LWOP, or for your entire LWOP period if it is less than 3 months.

For the purpose of calculating your contributions while on LWOP, your super salary is deemed to be the amount that applied immediately before your LWOP.

Although your contributions continue, we must receive authorisation from you to deduct contributions from your nominated bank account. If we don't receive these instructions from you and you don't make the required contributions, we generally reduce the amount of any benefit payable to you by the unpaid contribution amount together with interest amount (at a rate we determine).

## Contributions after 3 months of LWOP

After the first 3 months of LWOP, contribution rules depend on whether your LWOP is 'prescribed leave' or not. Prescribed leave generally means you are on LWOP from the Group and any of the following apply to you:

- You're on approved and unpaid sick leave.
- You're receiving periodic payments under any laws relating to workers' compensation.
- You're on approved and unpaid maternity leave.
- The Group has approved you to be seconded to employment that is not with the Group.
- Your LWOP is to enable you to perform union duties, unless in a particular case, the Group certifies that this paragraph does not to apply.
- Your LWOP is to enable you to perform duties that the Group certifies to be in their interests or the interests of the state.
- You're on service with the naval, military or air forces of the Commonwealth.
- Your LWOP is due to another limited circumstances approved by the trustee for these purposes.

## For Defined Benefit members and pensioners:



Find out more or log in at [oursuperfund.com.au](http://oursuperfund.com.au)



Call **1800 135 970** 8am–7pm, Mon–Fri or email via [oursuperfund.com.au/login](mailto:oursuperfund.com.au/login)



Post to **GPO Box 4303, Melbourne VIC 3001**

If your LWOP is prescribed leave, you must continue making personal contributions for your whole period of LWOP, even if this exceeds 3 months.

If your LWOP is **not** prescribed leave, your contributions cease after 3 months of LWOP. In this case, if you'd like to continue your contributions, you can apply to us for your LWOP to be treated as prescribed leave.

## Effect on retirement and other benefits, including death and disability

### While you're contributing

Any contributory portion of your LWOP counts as fund membership for the purposes of calculating a benefit. This means you accrue new benefits, including employer and member-financed accruals, in the usual way, the same as if you were not on LWOP.

To retain similar benefit levels during the contributing period of LWOP, you need to continue contributing at the same rate as if you hadn't gone on LWOP.

### If your contributions end after 3 months

Your **retirement, resignation, retrenchment and super choice benefits** in Division CB, CC or CE are based on your final average salary (FAS)<sup>1</sup> and your accrued benefit points (ABP).

Any non-contributory period of LWOP doesn't count as fund membership, therefore your ABP doesn't grow during this period. For the purposes of calculating your FAS, your super salary is deemed to be the amount that applied immediately before your LWOP.

When your contributions recommence after your LWOP ends, your ABP continues to grow.

**Death and disability benefits** in Division CB, CC or CE are based on two components: (i) the benefits you have accrued to date, and (ii) an additional accrual based on prospective service to age 60.

You won't accrue benefits for any non-contributory period of LWOP so the amount of the first component won't change once you begin the non-contributory period. For the second component, your prospective points won't be affected if you take LWOP but your super salary remains unchanged during your LWOP. Your death and disability benefits won't change but they'll be lower than they would ordinarily have been if you had not taken LWOP.

When your contributions recommence when you return from LWOP, your fund membership period continues and you recommence benefit accruals as per normal arrangements.

<sup>1</sup> Your FAS is your average annual super salary over the last 3 years before your benefit becomes payable.

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