



EMPLOYEE PARTICIPATION IN LOCAL AUTHORITIES PENSION PLAN POLICY

Policy Type:	Institutional	Initially Approved:	October 30, 1988
Policy Sponsor:	VP Administration	Last Revised:	November 21, 2019
Primary Contact:	Human Resources	Review Scheduled:	November 2024
Approver:	President and CEO		

A. INTENT

This policy defines participation in the Local Authorities Pension Plan (LAPP) which is mandatory for all eligible employees of the Alberta University of the Arts (AUArts). Other terms and conditions regarding continued participation are subject to the provisions of the Alberta Employment Pension Plans Act.

B. SCOPE

Employees who meet the following criteria are eligible for participation in the LAPP:

- Permanent or regular full-time, continuous employees with no predetermined end date of employment
- Permanent or regular part-time employees with recurring appointments each year and who work at least 14 hours a week or 728 hours a year.

C. POLICY STATEMENT

1. General

1.1 Employees who meet the following criteria are not eligible to participate in the LAPP:

- a. Full-time temporary employees with a predetermined end date.
- b. Part-time temporary employees with a predetermined end date.
- c. Employees who receive a monthly pension from the Plan based on their previous participation.
- d. Sessional or Limited Term faculty.
- e. Hourly-paid employees (casual and student).

D. DEFINITIONS

Pensionable Salary Includes regular pay, retroactive pay, stipend and Service Recognition Bonus.

Probation Period Eligible employees are not required to complete a probationary period prior to participating in the LAPP.

E. RELATED LEGISLATION

- Alberta Employment Pensions Plan Act
- Joint Governance of Public Sector Pension Plan Act (2018)

F. RELATED DOCUMENTS

- 100. Board of Governors: Code of Conduct

G. REVISION HISTORY

Date (mm/dd/yyyy)	Description of Change	Sections	Person who Entered Revision (Position Title)	Person who Authorized Revision (Position Title)
06/21/1990	Revisions			
03/08/2016	Revisions			
08/2019	Revisions			