



# Early Retirement

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# Reaching the age limit

- Age Limit:
  - 65 years for staff members who took up their appointment before 1 January 2012
  - 67 years for staff members who took up their employment on or after 1 January 2012
- Contracts expire on the last day of the month in which the birthday falls
- A letter is sent by the HR Department about 1 year before the end of the contract
- Last day of work calculation → DAO/HR

# Resignation for early retirement

- Send a letter to the Director-General  
(template in French available at:  
[https://cds.cern.ch/record/1989452/files/modele\\_demRetraiteAnticipee.doc](https://cds.cern.ch/record/1989452/files/modele_demRetraiteAnticipee.doc))
- Notice period of 6 months (or, at the latest, before going on leave)
- Last day of work calculation → DAO/HR
- N.B. loss of entitlement to the reinstatement indemnity

# Pre-retirement programmes

- Part-time work programme as a pre-retirement measure (PTP)
  - Introduced in 1993, renewable annually by the DG
- Progressive Retirement Programme (PRP)
  - Introduced in 1997, renewable annually by the DG

# PRP/PTP comparison

	PRP (50%)	PTP (60-80%)
<b>Eligibility</b>	Staff members on indefinite contract	
	40-hour contractual working week	
	55 years minimum age	
	Minimum of 30 years of membership of the Pension Fund	
	Not open to beneficiaries of AC 22A (shift work)	

# PRP/PTP comparison

	<b>PRP (50%)</b>	<b>PTP (60-80%)</b>
<b>Working hours and leave</b>	Contractual hours reduced to 50%	Contractual hours reduced to 60-80%
	Time not worked can be taken on a daily, weekly or seasonal (end of career) basis	
	Time worked beyond the contractual working hours (maximum 40 hours/week): 1 hour compensation for 1 hour worked, no remuneration	
	Overtime (more than 40 hours per week) not permitted	
	Annual leave proportional to contractual working hours	
	Termination of participation in the SLS scheme	
	<b>Financial</b>	Pro rata reduction of contracted working hours: basic salary. family allowances. international



# PRP/PTP comparison

	PRP (50%)	PTP (60-80%)
Pension Fund	Contribution: 0%	Contribution proportional to contractual working hours or kept at 100% (in the latter case, CERN also maintains its full contribution)
	Pension calculated on the basis of the last salary <b>before</b> joining the programme	Pension calculated on the basis of the salary at the end of the contract, taking account of contributions during membership

# Long-term saved leave scheme (LTSL)

- Cost:

Nombre de tranches	Prix	Donne droit à
1 tranche	1% du traitement de base	5.5 jours de congé épargné pour 12 mois
2 tranches	3% du traitement de base	11 jours de congé épargné pour 12 mois
3 tranches	5.5% du traitement de base	16.5 jours de congé épargné pour 12 mois
4 tranches	8% du traitement de base	22 jours de congé épargné pour 12 mois

- No reduction of other financial benefits: allowances, indemnities, contributions to the Pension Fund, etc.
- Annual correction factor: balance divided by 1.008 (e.g. 22 days/1.008 = 21.83)
- Limit of 440 days

## Salary calculation examples:

Salary	Staff member working 100%	PRP 50%	PTP 80% (with 100% contribution to pension)	LTSLs (4 slices)
Basic salary	10000	5000	8000	10000
PRP allowance		2000	-	
Non-resident allowance	1200	600	960	1200
Family allowance	381	191	305	381
Dependent child allowance	456	228	365	456
CHIS (4.7%)	-470	-470	-470	-470
Pension (11.33% x C factor)	-1555	-	-1555	-1555
LTSLs	-	-	-	- 800
<b>Total</b>	<b>10012</b>	<b>7549</b>	<b>7605</b>	<b>9212</b>

# Procedures:

<https://admin-eguide.web.cern.ch/en/procedure/progressive-retirement-programme-prp>

<https://admin-eguide.web.cern.ch/en/procedure/part-time-work-pre-retirement-measure-ntp>

<https://admin-eguide.web.cern.ch/en/procedure/saved-leave-scheme>

# Contacts:

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# Questions?



[www.cern.ch](http://www.cern.ch)