



# **AMANAH** **KIWISAVER PLAN**

**OTHER  
MATERIAL  
INFORMATION**  
**NOVEMBER 2016**

**ISSUED BY AMANAHNZ KIWISAVER LIMITED**



# CONTENTS

<b>1</b>	General	Page 2
<b>2</b>	Details of the Scheme	Page 2
<b>3</b>	Who is involved?	Page 5
<b>4</b>	Contributions	Page 7
<b>5</b>	Withdrawals	Page 9
<b>6</b>	Key terms of the Scheme	Page 11
<b>7</b>	Taxation	Page 15
<b>8</b>	Risks	Page 16
<b>9</b>	Conflicts of Interest	Page 18
<b>10</b>	Financial Statements	Page 19
	Glossary	Page 19

# 1. GENERAL

This document provides material information about Amanah KiwiSaver Plan ('the Scheme') to help you make an important decision about investing in the Scheme. It is an important document and it supports the Scheme's Product Disclosure Statement ('PDS') and Statement of Investment Policy and Objectives ('SIPO'), which can be found on the Disclose Register ([www.business.govt.nz/disclose](http://www.business.govt.nz/disclose)) or on our website ([www.amanahnz.com](http://www.amanahnz.com)).

This document been prepared to meet the requirements of section 57(1)(b)(ii) of the Financial Markets Conduct Act 2013 ('FMC Act') and clause 52 of Schedule 4 of the Financial Markets Conduct Regulations 2014 ('FMC Regulations'). All legislation referred to in this document can be viewed at [www.legislation.govt.nz](http://www.legislation.govt.nz).

## DEFINED TERMS

In this document:

- the words 'you' or 'your' refer to you and other persons who apply for membership of the Scheme or who are accepted as members of the Scheme, as the context requires;
- the words 'AmanahNZ KiwiSaver', 'Manager', 'we', 'us' or 'our' refer, unless the context requires otherwise, to AmanahNZ KiwiSaver Limited; and
- where words are defined in the Glossary on page 19, those words have the same meaning wherever they are used in this document.

Other defined terms used in this document are set out in the Glossary on page 19.

# 2. DETAILS OF THE SCHEME

The Scheme is a registered managed investment scheme that is a KiwiSaver scheme under the FMC Act. The Scheme was established on 15 January 2014 and started accepting members on 24 March 2014.

The Manager of the Scheme is AmanahNZ KiwiSaver Limited. We are supervised in this role by a licensed supervisor, Trustees Executors Limited ('Supervisor'). The terms of agreement in operating the Scheme are outlined in a Trust Deed between us, as the Manager, and the Supervisor. The Supervisor is responsible for ensuring that scheme assets are held in accordance with Relevant Law. TEA Custodians (AmanahNZ) Limited, a custodial company of the Supervisor, holds all scheme assets in its name.

The purpose of the Scheme is to provide retirement benefits directly to scheme members and to invest contributions received on behalf of members in a method compliant with the Scheme's Ethical Mandate. The Scheme has one investment fund, the Amanah Growth Fund, which invests contributions received on behalf of members in accordance with the Ethical Mandate of the Scheme.

## WHAT IS KIWISAVER?

KiwiSaver is a savings initiative which is designed to help you to save for your retirement. For many people, KiwiSaver is work-based, with KiwiSaver contributions coming out of their salary or wages at their selected contribution rate and invested in their chosen KiwiSaver scheme. If you are not employed, you may choose to make voluntary contributions to your KiwiSaver account. There are a number of KiwiSaver schemes available, including Amanah KiwiSaver Plan.

## WHO CAN JOIN KIWISAVER?

You can join KiwiSaver if you're:

- A New Zealand citizen, or entitled to live in New Zealand indefinitely, and
- living or normally living in New Zealand (with some exceptions), and
- below the age of eligibility for New Zealand Superannuation (currently 65).

You can't join KiwiSaver if you're:

- holding a temporary, visitor, work or student permit
- living overseas, unless you're a government employee:
- serving outside New Zealand, and
- employed on New Zealand terms and conditions, and
- serving in a jurisdiction where offers of KiwiSaver scheme membership are lawful.

Information on joining the Scheme may be found in the current Product Disclosure Statement ('PDS'). If you are already a member of another KiwiSaver scheme, you may transfer your KiwiSaver savings to the Scheme by completing an application form and providing the required supporting identity verification documents.

## WHAT ARE THE BENEFITS?

If you are aged 18 or over, you may be eligible to receive contributions from your employer to your KiwiSaver account. This is equal to 3% of your pay, but you will only be eligible if you are contributing to your KiwiSaver account.

Persons aged 18 and over who are contributing to their KiwiSaver accounts will also be eligible for the Member Tax Credit. The New Zealand Government will pay 50 cents for every dollar of member contribution annually up to a maximum payment of \$521.43. This means that you must contribute \$1,042.86 annually to qualify for the maximum payment of \$521.43. If you join KiwiSaver part-way through a year, your Member Tax Credit eligibility will be based on the number of days you have been a member.

If you have been a member of KiwiSaver for three or more years, you may also be eligible to withdraw some of your KiwiSaver savings to put towards purchasing your first home (not an investment property).

## AMANAH KIWISAVER PLAN AND THE AMANAH GROWTH FUND

The Scheme has one investment fund, the Amanah Growth Fund, which invests strictly in accordance with its Ethical Mandate. Your contributions to the Scheme are represented by Units in the Amanah Growth Fund.

We have appointed Amanah Trust Management (NZ) Limited to manage the investments of Amanah Growth Fund. Amanah Trust Management (NZ) Limited is also the parent company of AmanahNZ KiwiSaver.

The Amanah Growth Fund's primary investment is currently units in AmanahNZ, a managed investment scheme which applies the same Ethical Mandate as the Scheme and is managed by Amanah Trust Management (NZ) Limited. The Amanah Growth Fund purchases units in AmanahNZ with funds received from member contributions.

## HOW DOES IT WORK?

The money you invest into the Scheme buys you Units in the Amanah Growth Fund.

Each Unit that you own is a share in the total value of what that the Amanah Growth Fund is worth. As the value of the fund's assets go up and down so too does the value of your Units. Each Unit has an equal interest in a fund as all the other Units and the same unit price.

Each Unit has an equal interest in all assets of the Amanah Growth Fund and not in any particular asset. This means you are not able to request that we transfer to you an asset of the Amanah Growth Fund.

The Amanah Growth Fund may issue more Units as members invest money into the fund and redeem Units as members withdraw money from the fund. There is no maximum to the number of Units in the Amanah Growth Fund.

Unit prices are calculated each valuation day ('business day') and rounded to four decimal places. The unit price equates to the Net Asset Value ('NAV') of the Amanah Growth Fund at that time divided by the number of Units that have been issued by the Amanah Growth Fund.

## NO GUARANTEE

There is no Crown guarantee in respect of any KiwiSaver scheme or any investment product of a KiwiSaver scheme. Neither the Supervisor, Manager, nor any of their Directors guarantee or promise the return of capital or income from the Scheme.

## **ETHICAL MANDATE**

### **Amanah Ethical Advisory Board**

The Amanah Ethical Advisory Board is responsible for reviewing the Ethical Mandate compliance of the Scheme, the Amanah Growth Fund and its investments. The Advisory Board reviews compliance with the Ethical Mandate but does not undertake investment selection.

The current members of the Amanah Ethical Advisory Board are:

- Sheikh Mohammad Amir
- Dr Ahmed Rufai
- Dr Faruk Balli

The members of the Amanah Ethical Advisory Board are current as at the date of this document; further information, including biographies of the members are available on our website ([www.amanahnz.com](http://www.amanahnz.com)).

### **Purification**

Purification is the method used to cleanse any investment income that may have been generated through non-permissible activities (for example, pork or alcohol). The units of AmanahNZ in which the Amanah Growth Fund invests are purified and do not require further purification to be compliant with the Ethical Mandate.

The Scheme may earn non-compliant income from Inland Revenue, due to interest earned on member contributions. The payment of purification is the member's responsibility and can only be lawfully made when the member is eligible to withdraw their full investment.

If required, we are able to provide you a calculation of the amount of purification payment that is required to be donated to charity, but we are unable to make this payment on your behalf. Purification amounts are not intermingled with other investments.

## 3. WHO IS INVOLVED?

### MANAGER

The Manager of the Scheme is AmanahNZ KiwiSaver Limited (company number: 4674859). The ultimate holding company of AmanahNZ KiwiSaver Limited is Amanah Trust Management (NZ) Limited (Company number: 4570259).

We hold a licence to act as a Manager of a managed investment scheme under the FMC Act. A copy of the licence, and its conditions, is available at FMA's website by clicking on compliance/lists-and-registers/licensed-managers.

As Manager of the Scheme and the Amanah Growth Fund, our duties include:

- Offering and issuing Units;
- Managing the Amanah Growth Fund and its investments; and
- Being responsible for administering the Scheme.

As Manager, we are able to delegate duties to other parties, but this does not limit our responsibility for the performance of these duties.

You can contact us using the following details:

AmanahNZ KiwiSaver Limited

5 Hauraki Road  
Takapuna  
Auckland 0622

PO Box 4070  
Shortland Street  
Auckland 1140

As at the date of this document, the Directors of the Manager (who may be contacted at the address of the Manager) are:

#### **Gregory Fortuin**

Gregory is the Chairman of AmanahNZ KiwiSaver Limited and Amanah Trust Management (NZ) Limited and has considerable business experience both in New Zealand and Internationally. Gregory served as director on the boards of NZ Post, Kiwibank, Transpower and the Accident Compensation Corporation where he chaired the Investment Committee. Gregory is the former Race Relations Commissioner of New Zealand (2001-2002) and was the first resident representative of the new South Africa in New Zealand, when appointed Honorary Consul by Nelson Mandela in 1998. He came to New Zealand in 1991 as Managing Director, National Mutual Corporate Superannuation Services and is also heavily involved in community issues across New Zealand.

#### **Claude (Claudio) Oberto**

Claude is a Director of AmanahNZ KiwiSaver Limited and Amanah Trust Management (NZ) Limited and brings a wealth of knowledge as a management consultant in the finance industry. He is currently also a Non-Executive Director of Bank of Baroda (New Zealand) Limited. He previously held the positions of Vice President (Treasury) for Citibank – New Zealand, Head of Financial Markets (Treasurer) for HSBC – New Zealand and Head of Business Services for Trustee Executors Limited. He previously worked for the New Zealand Securities Commission, the forerunner to the current Financial Markets Authority (FMA), where he was involved in the implementation of the Financial Advisers Act. He is a past chairman of COGS (Community Organisation Grant Scheme) and holds an MBA degree.

#### **Associate Professor Dr Faruk Balli**

Dr. Balli is a Director of AmanahNZ KiwiSaver Limited and Amanah Trust Management (NZ) Limited. He is an Associate Professor at Massey University School of Economics and Finance and an adjunct Professor at Gediz University Turkey. Previously he worked as a Senior Economist at the Central Bank of Qatar and at Dubai University as an Assistant Professor. He has more than 30 publications in high ranked international journals and has served on the editorial board of various field journals, including the International Journal of Islamic and Middle Eastern Finance and Management Journal. Dr. Balli has a PhD from the University of Houston.

## **Brian Henry**

Brian is the Managing Director of AmanahNZ KiwiSaver Limited and Amanah Trust Management (NZ) Limited and is responsible for all underlying asset management, legal compliance and the corporate structuring of funds. He has been in the fund management business for 12 years and was formerly the Managing Director of US50 Fund Limited. Brian has worked as a Barrister since 1975 and has extensive commercial litigation experience.

The Directors of the Manager are correct at the date of this document, but may change.

AmanahNZ KiwiSaver does not manage any other KiwiSaver scheme at the date of this document.

## **SUPERVISOR**

The Supervisor for the Scheme is Trustees Executors Limited. The contact details for the Supervisor and its Directors are:

Trustees Executors Limited	
Level 7, 51 Shortland Street	PO Box 4197
Auckland 1010	Shortland Street
	Auckland 1140

Trustees Executors Limited was incorporated in New Zealand in 1881 under the Joint Stock Companies Act 1860. The Trustee's majority shareholder is Sterling Grace (NZ) Limited, incorporated in New Zealand on 30 July 2003.

The Trustee has been granted a full licence under the Financial Markets Supervisors Act 2011 to act as a KiwiSaver supervisor. The licence expires on 16 January 2018 and is subject to reporting conditions. Further information on the Supervisor's licence is publicly available on the Financial Markets Authority website ([www.fma.govt.nz](http://www.fma.govt.nz)) under "Lists and registers – Licensed Supervisors"

The current list of Directors of the Supervisor may be obtained from the Companies Office website at [www.business.govt.nz/companies](http://www.business.govt.nz/companies).

## **Independence of Supervisor and any Custodians**

The Supervisor and Custodian are independent of the Manager and its employees, and of the Promoters, Administration Manager and Investment Manager, notwithstanding that Claude Oberto, a Director of the Manager, has a 0.90% shareholding in Trustees Executors Holdings Limited, a holding company of the Supervisor.

## **CUSTODIAN**

The Custodian for the Scheme is Trustees Executors Limited. The assets of the Scheme are held by the Supervisor's nominee, TEA Custodians (AmanahNZ) Limited, a wholly owned subsidiary of the Supervisor. The contact details for the Custodian are:

Trustees Executors Limited	
Level 7, 51 Shortland Street	PO Box 4197
Auckland 1010	Shortland Street
	Auckland 1140

## **ADMINISTRATION AND INVESTMENT MANAGEMENT**

Administrative functions, including the operation of the unit registry, daily administration of member accounts and unit pricing are outsourced to Appello Services Limited ('ASL'). The contact address for ASL is:

Appello Services Limited  
Level 2, 75 Queen Street  
Auckland 1010

Investment management is outsourced to Amanah Trust Management (NZ) Limited, the Manager of AmanahNZ, a registered managed investment scheme. The Amanah Growth Fund's primary investment is units in AmanahNZ. The contact address for Amanah Trust Management (NZ) Limited is:

Amanah Trust Management (NZ) Limited  
PO Box 4070, Shortland Street  
Auckland 1140

## AUDITOR

The Auditor of the Scheme is William Buck Christmas Gouwland (WBCG). The Auditor holds the required licenses under the Auditor Regulation Act 2011. The contact address for the Auditor is:

William Buck Christmas Gouwland  
Level 4, Zurich House, 21 Queen Street  
Auckland 1010

## SOLICITORS AND LEGAL ADVISERS

The legal adviser for the Manager is Brian Henry - Barrister (Auckland). The Solicitors to the Supervisor are DLA Piper New Zealand.

# 4. CONTRIBUTIONS

These rules are set by the KiwiSaver Act and regulations. They apply to all KiwiSaver schemes.

## EMPLOYEES

If you are employed, your KiwiSaver contributions will be deducted from your pay by your employer and sent to Inland Revenue. Contributions are deducted from your gross (before-tax) salary or wages at the rate you choose - 3%, 4% or 8%. If you do not select a contribution rate, your contributions will be deducted at the default rate of 3%.

You may change your contribution rate once every three months unless your employer agrees to a shorter period. You may do this by advising your employer in writing, either by completing the Inland Revenue form KS2 or by providing a letter to your employer indicating your new rate (3%, 4% or 8%).

If you are aged 18 or over and are making contributions to your KiwiSaver account from your pay, your employer will also make contributions to your KiwiSaver account, equal to 3% of your before-tax salary or wages. Your employer is not required to make compulsory employer contributions to your KiwiSaver account if:

- they are already paying into another eligible registered superannuation scheme for you (if your existing scheme meets certain criteria)
- you are over 65 years of age (and have been a member for more than 5 years)
- you are not contributing (i.e. if you are on a contributions holiday or unpaid leave).

If you have a total remuneration employment agreement, your employer will not be required to contribute to your KiwiSaver account in excess of your pay. In this situation, your employer's contributions may come out of your total remuneration - please discuss this with your employer if you believe this may apply to you.

## NOT EMPLOYED/SELF-EMPLOYED/CONTRACTORS

You may join KiwiSaver and voluntarily contribute to your investment. The size and period (regular or one -off) of a voluntary contribution is set by you. Regular contributions can be set up by direct debit, automatic payment or any other system your bank offers to facilitate regular payments. Please see below (under the heading 'voluntary contributions' for information on how to make voluntary contributions to your KiwiSaver account.



## MEMBERS UNDER 18

If you are under 18, you will not be eligible for the member tax credit or employer contributions until you turn 18. If you are not working you will not be required to make KiwiSaver contributions. If you start working, you will have to start contributing 3%, 4% or 8% of your pay.

## VOLUNTARY CONTRIBUTIONS

You can make voluntary contributions to the Scheme using one of the below methods:

**Regularly** – Make regular voluntary contributions to the Scheme by setting up an automatic deposit with your bank (using the account details listed under “using internet banking”). Alternatively, you may wish to make contributions via direct debit - the required form can be obtained by contacting us ([info@amanahnz.com](mailto:info@amanahnz.com))

**By cheque** – Sending a cheque to the Manager at PO Box 4070, Shortland Street, Auckland 1140

**Using Internet Banking** – Using your name & IRD number as the reference. Please use the following account details:

*Account name: TEA Custodians (AmanahNZ) Limited*

*Account Number: 12-3198-0066681-02*

**Through Inland Revenue** – Using the Pay Tax option on your internet banking, and including: your IRD Number; Tax Type “KSS”; and Period “0” (zero)

## MEMBER TAX CREDIT CONTRIBUTIONS FROM THE GOVERNMENT

If you qualify for further Government payments, every year from 1 July to the following 30 June, for every dollar that you pay into the Scheme up to \$1,042.86, the Government contributes 50c to the Scheme. The maximum amount that the Government will contribute each year for you is \$521.43. This contribution is to encourage you to continue saving regularly.

This payment is called a Member Tax Credit. If you qualify, the Member Tax Credit will be paid each year until you reach the Qualifying Age. To qualify for the contribution:

- you must be at least 18 years old.
- New Zealand must be your principal place of residence. This means that you stay in New Zealand for most of the year. If you are a Government employee working outside of New Zealand, or if you work overseas as a volunteer or for certain charitable organisations, then the residency requirement will not apply, and to qualify for the payment you only have to be 18 years old.

Employer contributions, government contributions and amounts transferred under Trans-Tasman Portability do not count towards your Member Tax Credit eligibility.

If you join KiwiSaver part-way through a Member Tax Credit year (1 July to 30 June), you will receive a Member Tax Credit based on the number of days in the Member Tax Credit year that you have been a member.

## CONTRIBUTIONS HOLIDAY

You may take a contributions holiday after 12 months by applying to Inland Revenue (unless you are in financial hardship). The contribution holiday can be for 3 months to 5 years. You can take as many contribution holidays as you choose. To restart your contributions, you will need to notify your employer. If you take a contributions holiday your employer is not required to contribute 3% of your gross 'salary or wages'.

You may make voluntary contributions whilst on a contribution holiday.

## TRANSFERRING AUSTRALIAN SUPERANNUATION SAVINGS

You may transfer eligible Australian superannuation savings into the Scheme; however, the Australian superannuation rules apply to those savings. The amount of your Australian superannuation can be withdrawn at age 60 (this age is fixed by the Australian Government). You may not use the Australian portion of the savings to buy a first home and the annual New Zealand government contribution is not paid on the amount of your Australian Superannuation scheme.

## 5. WITHDRAWALS

The amount you benefit from the Scheme is reflective of the contributions made by you or other parties for your benefit, withdrawal reasons, Government subsidies and returns from relevant investment funds (currently being the Amanah Growth Fund).

No rate of return is promised or guaranteed for the Amanah Growth Fund and the unit price will fluctuate as the value of the underlying asset varies.

The following rules apply to all KiwiSaver schemes. You may not withdraw your benefits until you meet the qualifying date, unless you meet the early withdrawal criteria outlined in the Relevant Law, and explained further below.

### REACHING THE QUALIFICATION DATE

Under the KiwiSaver regime, your savings and benefits are held until you reach your qualification date, unless you meet the criteria for an early withdrawal. Your qualification date for the Scheme is the later of:

- The date you become eligible for New Zealand Superannuation (at the time of this investment statement age 65); or
- The date you have been a member of any KiwiSaver scheme for five years.

When you reach this date you are eligible, but not required, to withdraw your savings from the Scheme.

### EARLY WITHDRAWALS

The KiwiSaver regime allows you to withdraw your savings from the Scheme before your qualification date if you meet the limited circumstances below. For more information on any of the below early withdrawal circumstances or regarding your eligibility, contact us: 0800 4 AMANAH or [info@amanahnz.com](mailto:info@amanahnz.com).

#### Buying your first home

You may be eligible to withdraw some or all of your KiwiSaver savings (excluding Government contributions) to put towards buying your first home. You need to have been a KiwiSaver member or a member of a complying superannuation scheme for three or more years to exercise this option.

#### Significant financial hardship

If the Supervisor of the Scheme is satisfied that you are suffering from significant financial hardship you may make a withdrawal on this ground. The amount withdrawn on such a claim cannot exceed the accumulated funds in your KiwiSaver account, and cannot include your Government contributions. Under the KiwiSaver Act, 'Significant financial hardship' includes:

- An inability to meet minimum living expenses.
- An inability to meet mortgage repayments on your principal family residence, and the mortgagee is seeking to enforce the mortgage.
- The cost of modifying a residence to meet special needs caused by your disability or the disability of your dependant.
- The cost of medical treatment for an illness/injury of you or your dependant.
- The cost of palliative care for you or your dependant.
- The cost of a funeral for your dependant
- You are suffering a serious illness (as defined below).

The Supervisor must be reasonably satisfied that you have exhausted other reasonable means of finding money and may limit the amount of money you can withdraw to what it thinks is required. To withdraw your KiwiSaver investment on any of these grounds, you must complete the relevant withdrawal form, which includes a statutory declaration of your assets and liabilities. The Supervisor may also require other evidence or information to support your application.

## **Serious illness**

If you are suffering from serious illness, you may be able to withdraw some or all of your savings on these grounds. If your withdrawal is approved, you may withdraw all of your savings, including crown contributions. Under the KiwiSaver Act, "serious illness" is defined as an injury, illness or disability that:

- Results in you being totally and permanently unable to engage in work for which you are suited to due to experience, education or training.
- Poses a serious and imminent risk of death.

To withdraw your KiwiSaver investment on either of these grounds, you must complete the relevant withdrawal form. You must also include a declaration from your doctor outlining your medical condition. The Supervisor may require other evidence or information to support your application.

## **Early withdrawal of transferred Australian superannuation savings**

If you have transferred savings from a complying Australian superannuation fund, your transferred Australian savings will remain subject to Australian superannuation legislation. If you are retired, you may be able to transfer your Australian savings at age 60. You will need to meet other Australian superannuation withdrawal criteria to be eligible to withdraw these savings at age 60, and cannot withdraw any New Zealand KiwiSaver savings at this time.

## **Moving overseas permanently (except to Australia)**

If you permanently emigrate from New Zealand to anywhere apart from Australia, after one year or more you may withdraw your savings from the Scheme, or transfer your KiwiSaver savings to an authorised overseas superannuation fund. Your withdrawal may include the Government kick-start benefit (if applicable), but excludes the Member Tax Credits which will be repaid to Inland Revenue.

In order to withdraw in these circumstances you must complete the relevant withdrawal form, which includes the requirements for a statutory declaration and evidence that you have departed New Zealand and have resided at an overseas address.

## **Moving to Australia permanently**

If you permanently emigrate to Australia, this is no longer a grounds for an early withdrawal. You may instead request to transfer your savings (including government contributions) to a complying Australian superannuation fund. You are not required to transfer your KiwiSaver savings to Australia; however, if you wish to transfer your savings you are required to transfer the full amount. Your KiwiSaver savings that are transferred to Australia cannot be withdrawn until you reach the qualification date in New Zealand (currently 65). If you transfer your KiwiSaver savings, your transferred savings will be subject to Australian legislation regarding transfers. For more information on permanent emigration to Australia, contact the Manager.

## **Death**

If you die while a member of the Scheme, we will, upon request, pay your personal representative or a person authorised by section 65 of the Administration Act 1969, the total value of your KiwiSaver account when the application is accepted as part of your estate.

## **Transfer between KiwiSaver schemes**

You may transfer to the Scheme at any time from another KiwiSaver scheme or complying retirement scheme by completing the application included within the PDS.

You may also transfer from the Scheme to another KiwiSaver scheme at any time by completing an application for that scheme. As you are only able to be a member of one KiwiSaver scheme at a time you must transfer your entire account.

## **NO GUARANTEE**

There is no guarantee from the Crown or any other person in respect of the Scheme or any investment product of the Scheme. None of us, the Supervisor, any underlying investment manager or administration manager, or any director or board member of any of those entities or any other person guarantees the performance of the Scheme or the payment of any money payable from the Scheme.

## 6. KEY TERMS OF THE SCHEME

### CHANGING THE TRUST DEED AND THE SIPO

Subject to the Relevant Law, the Trust Deed may at any time be amended by deed executed by the Manager and the Supervisor. We are unable to change the Trust Deed where to do so would have a material adverse effect on scheme members.

Amendments to the SIPO are made by our investment committee, either as a result of its own review or by recommendation from our compliance committee. Any amendments to the SIPO must be approved by our Compliance Committee to ensure they meet the minimum standards. Our Board of Directors are provided with and approve any amendments to the SIPO prior to the provision of the same to the Supervisor.

In accordance with the FMC Act, we may amend or replace this SIPO only after having given reasonable prior written notice to and consultation with the Supervisor. Any amended versions of the SIPO must be uploaded by us to the Disclose Register.

### THE MANAGER

#### Duties

The Manager is responsible for performing the functions for which responsibility is attributable to it as manager of the Scheme under the FMC Act. The Manager is responsible for the following functions in respect of the Scheme:

- Offering membership in the Scheme;
- Issuing membership in the Scheme;
- Managing and investing the Scheme Property and Investments (subject to compliance with the SIPO); and
- Administering the Scheme

In exercising its powers and performing its duties as manager of the Scheme, the Manager must comply at all times with its duties under the FMC Act, which at the date of this document requires the Manager to act honestly in acting as Manager, and in exercising any powers or performing any duties as Manager:

- Act in the best interests of scheme members;
- Treat the scheme members equitably;
- Exercise the care, skill and diligence that a prudent person engaged in the profession of a professional manager would exercise in the same circumstances;
- Carry out its functions in accordance with the Trust Deed, the SIPO and all other issuer obligations of the Manager; and
- Not make use of information acquired through being the Manager in order to gain an improper advantage for itself or any other person or cause detriment to scheme members.

#### Appointment, Retirement and Removal

The Manager will cease to office if it is removed by written direction of the Supervisor after the Supervisor certifies that it is in the best interests of scheme members that the Manager be removed, or removed by a special resolution of scheme members or substituted by the High Court in accordance with its powers under the FMC Act. If the Manager ceases to hold office under this clause, the Manager and any delegate of the Manager must immediately desist from all activities related the Scheme unless the Supervisor agrees to the contrary.

### THE SUPERVISOR

#### Duties

The Supervisor must comply with and perform the duties and obligations of a Supervisor under the Relevant Law and must not delegate the performance of its duties except as permitted under the Financial Markets Supervisors Act 2011.

The Supervisor must, in carrying out its duties and obligations under the Trust Deed, exercise the care, diligence and skill required of a prudent person engaged in the profession or business of acting as a Supervisor of a KiwiSaver scheme and must comply with its duties under the Relevant Law.

## **Appointment, Retirement and Removal**

Subject to the Trust Deed and the FMA's prior consent, the Supervisor may retire as supervisor of the Scheme upon the expiration of 180 days' written notice given to the Manager (or such shorter written notice period as is agreed between the Supervisor and the Manager).

The Supervisor shall cease to hold office as Supervisor of the Scheme if they are removed in accordance with the terms of the Trust Deed and the Relevant Law, either by the Manager (with the FMA's prior consent), by the FMA, or by a special resolution of scheme members.

The power of appointing a new supervisor of the Scheme (in place of a supervisor which has retired or been removed from office) is vested in the Manager, provided that no person may be appointed as a new supervisor unless qualified for appointment under the Trust Deed.

## **INDEMNITIES**

If the Supervisor or the Manager is held personally liable to any other person in respect of any debt, liability, Tax or obligation (including for the avoidance of doubt any requirement to pay any refund required or desirable under the Relevant Law or otherwise required or desirable in relation to any portion of any Crown contribution) incurred by or on behalf of the Scheme or the Amanah Growth Fund or any action taken or omitted in connection with the Scheme or the Amanah Growth Fund, then the Supervisor or the Manager (as applicable) is entitled to indemnity and reimbursement out of the Amanah Growth Fund (as appropriate) to the full extent of such debt, liability, Tax or obligation and the costs of any litigation or other proceedings in which such debt, liability, Tax or obligation has been determined (including, without limitation, legal fees and disbursements).

The Supervisor and the Manager are each entitled to be reimbursed out of the Amanah Growth Fund (whether from income or capital or both), for all direct and indirect expenses, fees, losses, costs or liabilities incurred by the Supervisor or the Manager respectively in or about acting as Supervisor or Manager (as applicable) under the Trust Deed (including, for the avoidance of doubt and not by way of limitation, any expense, cost or liability which may be incurred by the Supervisor or the Manager (as applicable) in bringing or defending any action or suit in respect of the Scheme).

Except as expressly provided in the Trust Deed, any agent of the Supervisor or the Manager, acting for or on behalf of the Supervisor or the Manager (as the case may be) shall have the benefit of any exclusions or indemnities given to the Supervisor and the Manager (as applicable) in the Trust Deed.

The Supervisor or the Manager or any director or officer of the Supervisor or of the Manager are not exempt from or indemnified against any liability for breach of trust where it or that director or officer fails to show the degree of care, diligence and skill required of it or that director or officer in that capacity, having regard to the provisions of and the powers, authorities and discretions conferred by the Trust Deed and the Relevant Law.

## **FURTHER INFORMATION ON FEES, COSTS AND EXPENSES**

### **Supervisor's fee**

The Supervisor will be paid a reasonable fee consistent with the services it performs as agreed between the Manager and the Supervisor from time to time (subject to the Relevant Law). The fee may be deducted from the Assets of the Scheme or paid by cancelling Units in member accounts and reserve accounts.

### **Management fee**

Subject to the Relevant Law and the terms of any Establishment Deed, the Manager may charge for its services with respect to the Scheme such annual or other administration, management, membership, transaction or other fees as the Manager determines from time to time. The method of paying such fees shall be determined by the Manager from time to time and notified to the Supervisor in writing. The Manager is entitled to receive, in addition to the fees referred to in the Trust Deed, any goods and services tax or duty or similar tax or duty payable in respect of such fees.

### **Reimbursement of costs and expenses**

The Manager and the Supervisor are entitled to reimbursement for reasonable costs and expenses incurred by either of us on behalf of the Amanah Growth Fund. These include the costs of preparation of this document and other documents in relation to the offer of the Units in the Amanah Growth Fund, professional advisers' fees, taxes/duties and other administration costs.



Costs and expenses chargeable to the Amanah Growth Fund are capped at 0.39% per annum of the fund's net asset value (NAV). Where costs and expenses exceed 0.39% per annum, these will be subsidised by us, as the Manager of the Amanah KiwiSaver Plan.

### **Fees must be reasonable**

The KiwiSaver Act requires all fees charged by KiwiSaver schemes must not be unreasonable. If you feel that any fee is unreasonable, you can apply to the Court for an order that it be reduced or cancelled. This application must be made within a year of the day the fee is imposed or deducted.

## **BORROWING**

Borrowing is prohibited under the Trust Deed and by the Ethical Mandate outlined in the SIPO of the Scheme.

## **VALUATION**

The Manager shall in respect of the Amanah Growth Fund determine the amount expressed in New Zealand currency that represents the value of that fund at the applicable valuation time by taking the aggregate of:

- Assets of the Amanah Growth Fund valued by the Manager at the current fair market value on such basis that the Manager considers appropriate;
- income accruing from the assets of the Amanah Growth Fund or a proper part thereof relative to the valuation time on which income is being determined to the extent such income is not already included in the determination; and
- any other amounts which in the opinion of the Manager should be included in such aggregate for the purpose of making an equitable and reasonable determination of the value of the Amanah Growth Fund, having regard to generally accepted accounting practice as defined in the Financial Reporting Act 2013.

And by deducting from such aggregate the total of:

- all liabilities of the Amanah Growth Fund determined on such basis as the Manager considers appropriate;
- any costs, charges, or other amounts incurred or accrued or which will or may be incurred in holding the assets in the Amanah Growth Fund or a part of or provision against payment of any of the foregoing determined by the Manager in a manner which the Manager considers to be suitable and equitable; and
- any amounts which in the opinion of the Manager should be included in such aggregate for the purpose of making an equitable and reasonable determination of the total value of the Amanah Growth Fund, having regard to generally accepted accounting practice as defined in the Financial Reporting Act 2013.

Every such determination of the value of the Amanah Growth Fund shall be deemed to take effect at the valuation time in respect of which it is made and shall remain in force until the next valuation time is determined for the establishment of the value of the same.

## **USE OF MARKET INDICES**

Amanah Growth Fund uses the Dow Jones Islamic Market World Index as its market index for the purposes of the FMC Regulations. The market index has two main applications within the Scheme:

- In the calculation of Amanah Growth Fund's risk indicator as it has not been in existence for a full five years. As Amanah Growth Fund was established in March 2014, the market index return will be used for a (decreasing) proportion of the risk indicator calculations until such time as a full five-year period of actual fund returns is available.
- As a comparative measure of performance for Amanah Growth Fund, which will be referenced in the Amanah Growth Fund's fund updates and fund data available on the Disclose Register ([www.business.govt.nz/disclose](http://www.business.govt.nz/disclose)).

More information about the market index used can be found on the Dow Jones Islamic Market World Index webpage ([www.djindexes.com/islamicmarket/](http://www.djindexes.com/islamicmarket/)).

## **RELATED TRANSACTIONS**

Except as provided in the Trust Deed, the Manager is expressly prohibited from investing the assets with a Related Person of the Manager. The Scheme and the Amanah Growth Fund established in accordance the Trust Deed may be invested in AmanahNZ, a registered management investment scheme, notwithstanding it may be a Related Person to the Manager. Any investment of the Scheme or the Amanah Growth Fund in accordance with the Trust Deed shall not render the Manager or the Supervisor liable to account to the Scheme or the Amanah Growth Fund or any scheme member for any profit or loss arising from any transaction entered into in accordance with the Trust Deed.

## **MATERIAL CONTRACTS**

The Manager entered into a Scheme Provider Agreement (SPA) with Inland Revenue on 17 October 2013. The SPA records the operational and technical requirements for working together to administer our participation as a Scheme Provider in the KiwiSaver regime.

The Manager entered into a support services agreement with The Kiwi Registry Company Limited (TKR)(now known as Appello Services Limited) on 20 February 2014, to which TKR agreed to provide unit registry and certain administration services for the Manager.

The Manager entered into a support services agreement with Amanah Trust Management (NZ) Limited on 20 February 2014, to which Amanah Trust Management (NZ) Limited agreed to provide investment management and administration services to the Manager.

AmanahNZ KiwiSaver Limited agreed with Amanah Trust Management (NZ) Limited to issue a special class of unit in AmanahNZ which reflects the fees and expenses structure set out herein and meets all redemption obligations of the Scheme (set from time to time by the KiwiSaver rules and regulations fixed from time to time by Government) to its investors.

## **WINDING UP**

The Scheme shall be wound up if:

- the Manager notifies the Supervisor in writing that the Scheme is to be wound up;
- the Supervisor is of the opinion that the Scheme is or will be unable to fulfil its purpose and resolves that the Scheme should be wound up;
- the Scheme ceases to have any beneficiaries and the Supervisor resolves that the Scheme should be wound up;
- FMA orders that the Scheme be wound up in any of the circumstances specified under the Relevant Law; or
- the winding-up of the Scheme is otherwise required by any law and the Supervisor accordingly resolves that the Scheme should be wound-up.

Immediately after the winding up date, no further persons shall be admitted as members to the Scheme, no further contributions shall be paid by scheme members or the employers to the Scheme, except contributions that accrued before the winding up date.

In winding up the Scheme, the Manager and the Supervisor shall comply with the provisions of the Relevant Law relating to the winding up of a KiwiSaver scheme.

If the Scheme or the Amanah Growth Fund is wound up, the Supervisor must sell its assets and (after providing for any amount necessary to meet all claims and liabilities (including fees)), will distribute the balance to investors in proportion to their holdings of Units at the time of distribution. The amount distributed to you on winding up may be adjusted to reflect the Fund's PIE income tax liability (if any), on in-come attributed to investors.

## **RECORD KEEPING**

We must keep proper accounting records in respect of the Scheme and the Amanah Growth Fund. The Supervisor will provide us with any information held by them that we require in order to keep those records. We are also required to keep a register of scheme members for the Amanah Growth Fund in the form and manner required by the FMC Act. The Register shall be available for inspection in accordance with the FMC Act. We are required to audit the Register annually.

# 7. TAXATION

The level of taxes will affect the amount of your benefit from the Scheme.

We, and the Supervisor, do not accept any responsibility for the taxation implications of your investing in the Scheme. Tax legislation and its interpretation are subject to change, and the application of tax laws will depend on your individual circumstances. We recommend that you consult your own independent tax adviser as to the tax consequences of investing in the Scheme.

The following is a general summary of our understanding of New Zealand tax legislation as it affects the Scheme at the date of the PDS.

## TAX ON INVESTMENT INCOME

The Scheme is a Portfolio Investment Entity ('PIE') as defined in the Income Tax. The tax rate for your investment income from a PIE is called your prescribed investor rate ('PIR'). Your PIR is used by the Scheme to calculate tax liability attributable to you and other members for each calculation period (or the date of any movements).

We will ask you for your PIR every year. For New Zealand resident individuals who provide their IRD number to the Scheme, there are three PIR available –

<b>Your Prescribed Investor Rate (PIR) is</b>	<b>If you meet the following criteria -</b>
<b>10.5%</b>	You are a New Zealand tax resident who has earned \$14,000 or less of taxable income (excluding PIE income) and \$48,000 or less in total taxable income (combined with PIE income or loss) in either of the last two income years
<b>17.5%</b>	You are a New Zealand tax resident who does not qualify for the lowest rate, but have earned \$48,000 or less of taxable income (excluding PIE income) and \$70,000 or less in total taxable income (combined with PIE income or loss) in either of the last two income years
<b>28%</b>	You do not qualify for either of the lower rates. You have earned more than \$48,000 of taxable income (excluding PIE income) and more than \$70,001 in total taxable income (combined with PIE income or loss) in either of the last two income years

If you do not provide the Manager with your PIR and IRD number, or you are a non-resident of New Zealand, any taxable income allocated to you will be taxed at 28%. If you provide the Manager with the wrong PIR or if your PIR changes and you do not advise the Manager you may pay the wrong level of tax on your share of taxable income. In these circumstances you may have to pay further tax, or may have overpaid tax which cannot be recovered.

## TAX OF INVESTMENTS

The income earned by the Amanah Growth Fund will be taxed in accordance with income tax legislation including the PIE rules.

## TAX ON YOUR CONTRIBUTIONS

If you are making employee contributions to the Scheme you will not have to pay additional tax; your contributions are calculated from your before-tax salary or wages, but you still pay full tax on the amount you earn.

Please note – Member Tax Credits are not income or gifts for tax purposes.



## TAX ON EMPLOYER CONTRIBUTIONS

Employer contributions to your KiwiSaver account are subject to tax. Your Employer Superannuation Contribution Tax (ESCT) rate can be calculated using the following table -

ESCT rate for employer contributions	If the total of your taxable earnings and before-tax superannuation contributions made for your benefit was -
10.5%	\$16,800 or less in the previous tax year (1 April – 31 March)
17.5%	\$16,801 - \$57,600 in the previous tax year (1 April – 31 March)
30%	\$57,601 - \$84,000 in the previous tax year (1 April – 31 March)
33%	\$84,001 or more in the previous tax year (1 April – 31 March)

If you haven't worked for a full previous tax year for your current employer, an estimate of your total salary or wages plus gross employer cash contributions you have received or will receive may be used.

For tax purposes, ACC compensation and statutory parental leave payments are excluded from 'salary or wages.'

## 8. RISKS

The Scheme has been established to help you save for your retirement. We will invest the contributions you make in the Scheme. All investment carries a degree of risk and no level of return is promised or guaranteed.

The value of your Units in the Scheme will go up and down, so it is possible that you could receive less from the Scheme than you invest, particularly if you invest for a short period of time and market conditions have been poor.

The PDS sets out the material risks to your investment in the Scheme. These risks are explained further below, which also describes further risks that may mean you receive less than you invest in the Scheme.

Risk type	Description of risk	Risk management processes
<b>Investment Management Risk</b>	Our active investment management approach may lead us to choosing investments which underperform, or may result in us misjudging market movements.	We monitor the performance of our investments on a daily basis and ensure they abide by the Ethical Mandate and any performance guidelines set.  Investment management activities are undertaken "in-house"; we are not dependent on other Managers to perform investment activities or achieve the outcomes we want.
<b>Market Risk</b>	The investments of the Scheme are subject to economic, business, technological, political, tax or regulatory conditions or market sentiment, which may affect general market movements or individual investments of the Scheme.	We monitor the performance of our investments on a daily basis and ensure they abide by the Ethical Mandate and any performance guidelines set.  We use research and analysis to establish a view on market factors as best we can and attempt to reduce their impact by adjusting the portfolio's exposure to those areas.

<b>Operational Risk</b>	<p>The Scheme and the Amanah Growth Fund may be exposed to operational risks that result from external events or failure of internal processes, people and systems. These risks include technology risk (including business systems failure), human error or failure, fraud, non-compliance with legal and regulatory obligations, counter-party performance under outsourcing arrangements, legal risk, data integrity risk, security risk and external events.</p>	<p>We have documented structures and systems in place as a method of reducing the impact of operational risks, which we test, review and update (as required) on a regular basis.</p>
<b>Currency Risk</b>	<p>The Scheme's investments may be denominated in foreign currencies. This means there is a risk that those foreign currencies fall or rise in value, affecting the value of those assets from a New Zealand perspective.</p>	<p>The Ethical Mandate of the Scheme prevents the Manager from using hedging instruments to reduce foreign currency exposure.</p> <p>Scheme members who are concerned about currency risk may consider the use of hedging instruments as part of their investing activities.</p>
<b>Ethical Mandate Risk</b>	<p>Investments may, without the Manager's knowledge, breach the Ethical Mandate of the Scheme.</p>	<p>We monitor all investment activities to ensure they are compliant with the SIPO (and the Ethical Mandate), the Relevant Law, the trust deed and offer documents.</p> <p>Interest received from Inland Revenue on scheme member contributions is accrued as purification and isolated from other scheme assets. The Manager notifies scheme members on withdrawal of the total interest received during their membership, which will allow persons of the Islamic faith to donate interest amounts on remittance of the withdrawn funds.</p>
<b>Third-party Risk</b>	<p>The Manager may choose to outsource its administration, management or investment duties to third parties.</p>	<p>The Manager may outsource its administration, investment and management functions to other parties. The terms of any outsourcing agreements are defined in written agreements with the concerned parties. The outsourcing of any duties of the Manager does not limit the Manager's responsibilities for the duties.</p>
<b>Taxation Risk</b>	<p>The Scheme is a PIE.</p> <p>The eligibility requirements to maintain PIE status pose a risk. Although we have mechanisms available to manage compliance with the PIE eligibility requirements, there remains a risk that the Scheme could lose PIE status if there is a breach of those requirements and we do not become aware of the breach in time to correct it. This risk, if manifested, may have an adverse effect on the tax position of the Scheme and/or you.</p> <p>Taxation laws of the New Zealand jurisdiction are subject to change.</p>	<p>The Manager monitors taxation laws, including any proposed changes, to ensure that they are up-to-date with the current (or any proposed future) taxation position(s) of the Scheme.</p> <p>The Manager requests scheme members to provide their PIR on an annual basis.</p>

<b>Liquidity Risk</b>	<p>Liquidity risk is defined in two parts:</p> <ul style="list-style-type: none"> <li>• The ability of the Scheme to meet its obligations to scheme members when due (i.e. ability to make redemption payments); and</li> <li>• The ability of the Manager to sell investments of the Scheme.</li> </ul>	<p>The value of the Scheme's investments can change due to conditions beyond the foresight or control of the Manager. While the value of the Scheme's Units may change, the Scheme has no external borrowings.</p>
		<p>While the trust deed allows us to suspend withdrawals, we consider it unlikely that this power will be exercised.</p>
		<p>The Ethical Mandate prohibits investment in fixed return products or derivatives instruments.</p>
		<p>The Ethical Mandate of the Scheme requires investments of to be highly liquid to ensure scheme members may be repaid when required.</p>
<b>Legislative and regulatory risk</b>	<p>Your returns may be affected by legislative and regulatory changes related to KiwiSaver and its operation, and changes in both New Zealand and overseas which may affect the Amanah Growth Fund's investments and the environments they operate in. Such legislation and regulations, as well as government policy, are subject to change at any time.</p>	<p>The Manager monitors Relevant Laws, including any proposed changes, to ensure that we are able to fully analyse the effect of any proposed changes to the Scheme, and to notify members of how this may affect their investment.</p>

## 9. CONFLICTS OF INTEREST

All assets of the Scheme are held by the Supervisor via its Custodial company, TEA Custodians (AmanahNZ) Limited.

The Manager has a management agreement with Amanah Trust Management (NZ) Limited, the parent company of the Manager. All staff are employed by Amanah Trust Management (NZ) Limited, and all investment management and administrative services for the Scheme are undertaken by the same, except where these functions are outsourced to external service providers. Amanah Trust Management (NZ) Limited receives reimbursement for these duties under the management agreement, which is derived from the management fee for the Scheme outlined in its governing documents.

The Boards of Directors for AmanahNZ KiwiSaver Limited and Amanah Trust Management (NZ) Limited consist of the same persons.

All fees and reimbursements for expenses to the Manager or other parties must be approved by two Directors and the Supervisor before processing. All payments from the scheme's assets are processed by the Custodial company of the Supervisor. Amanah Growth Fund's fees and expenses reimbursements to the Manager may be deducted by redemption of Amanah Growth Fund's units in AmanahNZ.

The Board of Directors and staff are required to disclose any potential conflicts of interest they may have prior to appointment and on an ongoing basis. Where it is deemed that a Director has a conflict of interest with the business, further action may be required, including up to removal of the concerned person in serious circumstances.

We also maintain an internal compliance framework which addresses identifying, declaring and managing conflicts of interest.

The FMC Act imposes statutory controls on conflicts of interest:

- We must, in exercising any power, or performing any duties, exercise the care, diligence and skill that a prudent person engaged in that profession would exercise in those circumstances; act honestly in acting as manager; act in the best interests of investors; and treat investors fairly.
- Where we contract out our functions to external parties, we must seek to ensure the persons to whom we contract those functions perform them to the above standards as if we were performing them ourselves. We must also monitor the performance of those functions.
- Where a related party transaction provides a related party benefit as prescribed by the FMC Act, we must notify the Supervisor and provide any certification required by the FMC Act.

## 10. FINANCIAL STATEMENTS

Financial statements for the Scheme are available on the scheme register on the Disclose website [www.business.govt.nz/disclose/](http://www.business.govt.nz/disclose/).

The Scheme's financial statements are audited by a qualified auditor, currently William Buck Christmas Gouwland. The auditor's report on the financial statements will accompany the financial statements uploaded to the scheme register each year.

## GLOSSARY

**AAOIFI Standards:** The Accounting and Auditing Organisation for Islamic Financial Institutions standards at the relevant time.

**AmanahNZ:** A managed investment scheme registered under the FMC Act.

**Amanah Growth Fund:** An investment fund of Amanah KiwiSaver Plan, established by an establishment deed.

**Amanah KiwiSaver Plan:** A KiwiSaver scheme registered under the FMC Act.

**AmanahNZ KiwiSaver Limited:** The Manager of Amanah KiwiSaver Plan.

**Amanah Trust Management (NZ) Limited:** The Manager of AmanahNZ, a registered managed investment scheme.

**Assets:** Any money, property or other assets of any kind including:

- (a) real and personal property;
- (b) any debt; and
- (c) any right or interest or other benefit, and any interest in, or return accruing from, any of the foregoing whether in possession or not.

**Auditor:** William Buck Christmas Gouwland.

**Authorised investments:** For the Amanah Growth Fund this is currently defined as approved investment products which comply with the Ethical Mandate and cash, which shall be New Zealand dollars.

**Contribution:** A contribution paid to the Scheme by or in respect of a Member and includes an employer contribution and a contribution paid at the contribution rate.

**Crown Contribution:** Crown contribution as defined in the Relevant Law.

**Custodian:** Trustees Executors Limited.

**Directors:** The Directors of AmanahNZ KiwiSaver Limited, unless otherwise stated.

**Employer:** Any contributing employer or participating employer.

**Establishment Deed:** A deed to establish an investment fund of the Scheme.

**Ethical Mandate:** The restricted investment mandate of the Scheme and the Amanah Growth Fund, as outlined in the current SIPO.

**FMA:** Financial Markets Authority, the government agency responsible for regulating capital markets and financial services in New Zealand.

**FMC Act:** The Financial Markets Conduct Act 2013.

**FMC Regulations:** The Financial Markets Conduct Regulations 2014.

**Liabilities:** Debts and other obligations of the Supervisor and the Manager payable from the Scheme or any particular Investment Fund (as applicable) including all tax and duties payable from the Scheme but excluding contingent liabilities and PIE tax except to the extent the Manager decides an allowance should properly be made therefor.

**Manager:** AmanahNZ KiwiSaver Limited, unless stated otherwise.

**Member Tax Credit:** The Crown contribution matching your contributions to Amanah KiwiSaver Plan at the rate of 50c per dollar (up to a current maximum Crown contribution of \$521.43 a year) which under current legislation will be credited to Amanah KiwiSaver Plan while you are aged 18 or more and below the current superannuation age (currently 65), are contributing and reside mainly in New Zealand.

**PDS:** A product disclosure statement under the FMC Act. A PDS is a document containing information about that Fund intended to assist a prudent but non-expert person to decide whether to invest in that Fund. A scheme member must be given a copy of the relevant PDS before investing. The PDSs for the Funds can be obtained from the offer register on the Disclose website [www.business.govt.nz/disclose/](http://www.business.govt.nz/disclose/).

**PIE:** A portfolio investment entity as defined in section YA1 of the Income Tax Act 2007.

**Prescribed Investor Rate (PIR):** has the meaning given to that term by section YA1 of the Income Tax Act 2007.

**Purification:** The method used to cleanse any investment income that may have been generated by a corporation from non-permissible activities under the AAOIFI Standards (for example, pork and alcohol).

**Register:** The register of Scheme Members maintained by the Manager under the Trust Deed.

**Registrar:** Appello Services Limited.

**Relevant Law:** All laws applicable to the Manager (including compliance with the terms of its market services licence from the FMA), the Supervisor and/or the Scheme at applicable points in time and which may include, without limitation, the Scheme Provider Agreement, the Financial Markets Legislation and any guideline, ruling, notice or methodologies and frameworks issued by the FMA, the Commissioner or the Registrar.

**Scheme:** Amanah KiwiSaver Plan.

**Scheme Member:** A member of the Amanah KiwiSaver Plan.

**SIPO:** Statement of Investment Policy and Objectives

**Supervisor:** Trustees Executors Limited.

**Trust Deed:** The master trust deed for Amanah KiwiSaver Plan.

**Unit:** A unit in the Amanah Growth Fund, unless stated otherwise.

**Valuation time:** Means, in respect of the Amanah Growth Fund, such time or times, and at such intervals as the Manager may from time to time determine, by reference to which the value of the Amanah Growth Fund is calculated provided that such intervals shall be no longer than one month or other such period determined by the Manager.

**Withdrawal date:** The date when you reach the standard qualifying age for New Zealand superannuation (currently 65) or the date, if later, when: you have been a member of one or more KiwiSaver schemes over a period of five years; or you have been a member of one or more complying superannuation funds and KiwiSaver schemes over a period of 5 years.

# AMANA H ETHICAL

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