

Statement of Investment Policies and Procedures – Supplemental Plan

RISK MANAGEMENT



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OVERALL PRINCIPLES

This Policy sets out how the assets of the Supplemental Plan for Police, Firefighters and Paramedics (the “Supplemental Plan”) are invested by OMERS Administration Corporation (“OAC”).

The Policy applies to all investments of the Supplemental Plan.

Next renewal date:	January 2019
Frequency of review:	Every year

Supplemental Plan Description

The Supplemental Plan is a multi-employer pension plan governed by the *OMERS Act, 2006*, a registered pension plan under the *Pension Benefits Act* (Ontario) (“PBA”) and the *Income Tax Act* (“ITA”) and a jointly sponsored pension plan under the PBA. The benefit provisions and other terms of the Supplemental Plan are set out in a stand-alone plan text, as amended from time to time.

The Supplemental Plan is a stand-alone contributory defined benefit pension plan. The participating employers and members in the Supplemental Plan equally share the required contributions to the Supplemental Plan and the investment experiences of the Supplemental Plan.

Investments must be selected and managed in accordance with the criteria and limitations established by this Policy and applicable legislation, including the *OMERS Act, 2006*, PBA and the ITA.

The Supplemental Plan provides supplemental benefits for members of the Primary Plan (the “Plan”) who are employed in the police and fire sectors as defined in the *OMERS Act, 2006* (which includes paramedics as defined in the *Ambulance Act*). In combination with the benefits provided under the Plan, a member may, provided the member’s employer has consented to provide coverage for the particular benefit, become entitled to the following benefits:

- an annual benefit accrual rate of 2.33%;
- unreduced pension if a member’s age plus eligible service equals at least 85 years (normal retirement age 65) or 80 years (normal retirement age 60) provided the member is within 10 years of his or her normal retirement date;
- calculation of pension benefits based on the average of the highest contributory earnings over a period of 48 months; and/or

- calculation of pension benefits based on the average of the highest contributory earnings over a period of 36 months.

The benefits under the Supplemental Plan are partially offset by the benefits provided under the Plan. An employer may consent to providing multiple benefit provisions under the Supplemental Plan but a minimum period of 36 months must elapse before any additional provision is provided.

The Supplemental Plan is subject to substantially the same conditions and provisions as the Plan including, for example, the same survivor benefits. All pensions are indexed to the Consumer Price Index for Canada to a maximum of 6% per year with any excess carried forward to future years.

As of the current review date of this Policy, there are no members and hence no assets in the Supplemental Plan.

Investment Objectives of the Supplemental Plan

Return Expectations: OAC is committed to providing secure pensions through receipt of contributions and by investing activities designed to deliver 7-11% annual average net returns. Investments are made by its Business Units: OMERS Capital Markets, OMERS Private Markets (private equity, infrastructure), Oxford, and OMERS Platform Investments. Target returns for each Business Unit and total fund are set annually by the OAC Board of Directors.

Strategic Asset Allocation: Since the Supplemental Plan will be subject to unpredictable growth and cash flows in the initial years after the first members join, the assets of the Supplemental Plan will be fully commingled with the assets of the Plan. As such, the long-term asset group mix of the Supplemental Plan will mirror that of the Plan.

OAC uses four strategic asset groups (fixed income, equities, real assets and short-term instruments) as part of its long-term strategic asset mix. These asset groups are comprised of the following asset classes:

- Fixed income includes inflation linked bonds (“ILBs”), government bonds and credit investments (public or private);
- Equities includes public equity and private equity;
- Real assets includes infrastructure and real estate;
- Short-term instruments include net cash; and equivalents.

The OAC Board of Directors has approved the following strategic asset mix allocations:

Asset Group	Min.	Target	Max.
Fixed Income <ul style="list-style-type: none"> • ILBs • Government bonds • Credit 	25%	46% 2% 27% 17%	65%
Equities <ul style="list-style-type: none"> • Public equities • Private equities 	23% 15% 8%	36% 22% 14%	55% 45% 20%
Real Assets <ul style="list-style-type: none"> • Infrastructure • Real estate 	23% 13% 10%	41% 23% 18%	50% 28% 23%
Short-term instruments <ul style="list-style-type: none"> • Net cash and equivalents 		-23%	-43%

Implementation of the strategic asset mix is carried out in a prudent manner subject to market conditions and investment opportunities. OAC implements the strategic asset mix through its Business Units and through external service providers or other entities (including, without limitation, external professional investment advisors, third-party managed funds, pooled funds, unit trusts and similar vehicles).

Performance Measurement: Investment performance will be evaluated against absolute return benchmarks that are approved annually by the OAC Board of Directors. The investment performance of the Supplemental Plan will be reported to the Investment Committee of the OAC Board both before and after management expenses incurred at each regularly scheduled meeting. Performance reporting will be consistent with industry recognized practices.

Categories of Investments

The Supplemental Plan invests directly and indirectly in the four asset groups identified above. Within each asset group there are various asset classes. Depending on the nature of the investment, it is possible that an investment could fit within the description of more than one asset class in which case the asset will be classified according to the class to which it most closely aligns based upon an assessment of its underlying characteristics. The asset groups described below may include other asset classes which share similar risk/return characteristics.

Fixed Income

Fixed income investments typically pay a fixed or floating amount of interest at regular intervals over a period of time. Coupon payments and contractual maturities of fixed income investments provide liquidity to the Supplemental Plan. The fixed income asset group includes the following asset classes:

- Inflation linked investments where the underlying principal or return is indexed to inflation, including derivatives that emulate such instruments;
- government bonds - investments in nominal government bonds and debentures, including derivatives that emulate such instruments; and
- credit investments - derivatives or debt issued by an entity that is neither a government nor a government agency. They may have fixed or floating rate payments, be secured by other assets or be convertible into other securities, and be issued by either public or private companies.

Equities

Equities include both public equities and private equities.

- Public equities are securities that represent ownership in a reporting issuer and include securities listed on recognized exchanges. Public equities include domestic and global equities, commodities, equity derivatives, equity pooled vehicles such as ETFs, hedge funds, closed end funds and publicly traded REITS.
- Private equity is the ownership of equity or equity-like securities in companies (including funds) that do not generally trade on a recognized exchange. Private equity investments have the potential for higher returns through active management and increased leverage but have potentially higher return volatility than other asset classes. Venture capital investments are considered to be private equity.

Real Assets

Real assets include private investments in infrastructure and real estate.

- Infrastructure investments are generally direct investments in large-scale services (e.g., toll roads, electricity production and transmission) or businesses with high barriers to entry, often supported by public regulation or long-term contracts with governments or government agencies. Infrastructure investments are expected to produce predictable and stable cash flows and

returns in excess of those obtained in the more liquid public fixed income markets.

- Real estate investments include direct and indirect investments in industrial, office, retail, hotel and residential income producing properties and development properties. A diversified portfolio of real estate investments is expected to produce predictable and stable cash flows and returns.

Short-term instruments

Short-term instruments consist of cash and equivalent short-term investments used to maintain plan liquidity and to achieve economic leverage. Economic leverage is generally achieved through the use of derivative instruments to gain exposure to a variety of asset classes. Short-term instruments also include all debt consolidated on OAC's balance sheet and not allocated to private assets.

Supplemental Plan Governance

Delegation of Authority: In fulfilling its duties, the OAC Board of Directors may delegate responsibilities for the investment of the Supplemental Plan to the CEO and provide the CEO with the power to sub-delegate.

Annual Review and Filing Requirements: This Policy will be reviewed and approved by the OAC Board of Directors at least annually. A copy of this Policy will be filed with the Financial Services Commission of Ontario and delivered to OAC's actuary within 60 days of any amendment thereto.

Delegation of Voting Rights: OAC retains overall responsibility for voting proxies related to securities owned by the Supplemental Plan. OAC exercises voting rights in a manner that is consistent with its Proxy Voting Guidelines. OAC exercises judgment in connection with the voting of any proxy on a case-by-case basis and may also engage a proxy voting service provider.

Consideration of Environmental, Social, and Governance Factors: OAC believes that well run companies with sound environmental, social and governance ("ESG") practices will perform better in the long term. OAC encourages the adoption of policies and practices that maximize financial performance including responsible corporate behavior with respect to ESG.

OAC incorporates ESG factors into its investment decision-making process and asset management practices, as such factors could have a material impact on investment performance. OAC does not engage in the practice of excluding investments through ethical

screening. OAC exercises voting rights in respect of its public equity portfolio in a manner consistent with its *Proxy Voting Guidelines*. OAC may also encourage responsible corporate behavior through direct engagement with the public and private companies in which it invests.

OAC believes that the consideration of ESG factors is consistent with its objective to meet its long-term payment obligations to members.

Valuation of Investment Assets and Liabilities

Investments are stated at fair value. Fair value represents the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at a measurement date. It is best evidenced by a publicly quoted market price, if one exists. OAC uses quoted public market prices for the valuation of its assets wherever such quoted prices exist.

Where a public market price is not available, an estimate of fair value will be prepared in accordance with generally accepted valuation practices applied on a consistent basis. At least once every three years, external accredited valuers perform an independent valuation or conduct a review of OAC's valuations in respect of significant private assets to confirm the reasonableness of the valuations as well as the methodologies employed.

The valuation of private investment assets requires significant judgment. Valuations are tested for reasonableness against appropriate public comparables as available. The resulting values are included in OAC's annual financial statements which are audited by an independent firm of Licensed Public Accountants.

Other Investment Matters

Exposure to Foreign Assets: Foreign investments are permitted as they provide the benefit of diversification to the Supplemental Plan. Such investments could include components of any asset class described above. OAC limits the exposure to foreign assets to 75% of the market value of the Supplemental Plan.

Use of Derivatives: OAC uses exchange-traded and over-the-counter derivative contracts to gain, reduce or hedge exposure to interest rates, foreign exchange rates, credit, debt instruments, commodities, public equities and other indices. Types of derivatives used include listed futures, options (listed and over-the-counter), swaps and forwards. Exchange-traded derivative and cleared over-the-counter positions are

regularly valued using quoted market prices, where available, while bilateral over-the-counter derivatives are marked-to-market. Derivatives are only used after full consideration of the related risks and in accordance with internally approved limits and applicable laws and regulations.

Short Selling: OAC may short sell securities in public market assets to enhance expected returns or protect capital. Engaging in short selling of securities is done after full consideration of the related risks. These risks are identified, measured, managed and monitored by OAC.

Securities Lending: The Supplemental Plan may engage in securities lending activities of its own securities to third parties in order to facilitate collateral transformation and to support its securities borrowing activities.

Repurchase Transactions: OAC enters into securities repurchase ("repo") transactions for liquidity management purposes and may enter into reverse repo transactions to generate incremental income. Any decision to use repo transactions will include consideration of the impact on the Supplemental Plan. OAC only enters into reverse repo transactions in respect of readily marketable liquid securities.

Collateral: OAC may pledge, charge or otherwise grant a security interest in assets or post margin as required to complete derivative transactions, secure a permitted borrowing, complete a short sale, or in connection with a repo or reverse repo transaction in accordance with all applicable laws. Assets that can be posted as collateral are set out in legal agreements or are defined by exchanges. The level of collateral pledged is determined and monitored as part of OAC's management of liquidity risk.

Derivatives, Repo and Securities Lending

Counterparties and Documentation: OAC has established procedures that regulate the approval and ongoing assessment of all counterparties with whom it transacts. In addition, OAC ensures these relationships are governed by appropriate documentation that contains specific procedures for close-out netting and termination.

Related Party Transactions: OAC may enter into a transaction with a related party of the Supplemental Plan, as determined under the applicable legislation (i.e., PBA or ITA) and in accordance with the requirements of the *Related Party Transactions Review Policy*.

For the purposes of the applicable legislation, a transaction will be considered by OAC to be nominal or immaterial if its value is no more than 3% of the market value of the Supplemental Plan at the time the transaction is entered into or completed.

Borrowing: Borrowing or providing guarantees on behalf of the Supplemental Plan is permitted provided it is in accordance with the PBA and the ITA.

Investment Risk Management

OAC is exposed to a variety of investment risks. These include but are not limited to:

- Market risk (e.g., interest rate risk, foreign currency risk);
- Liquidity risk; and
- Credit risk.

These risks are measured and managed using systematic quantitative and qualitative approaches that assist OAC in assessing the total risk associated with the Supplemental Plan's investment activities. The risk management function assesses key investment risks across the enterprise.

Since membership in the Supplemental Plan is available only if the employer has consented to provide coverage under a particular provision, incoming and outgoing cash flows in the initial years cannot be predicted with any degree of certainty. The short-term liquidity requirements of the Supplemental Plan will be considered through management of the long-term asset group mix of the Supplemental Plan.

To manage funding risk and investment risk, periodic asset liability studies will be conducted.

Diversification

Diversification is an important risk management tool because it reduces the variability of returns by distributing the Supplemental Plan's exposure among:

- asset classes;
- countries and industries;
- asset holding periods;
- currencies; and
- securities.

OAC regularly reviews the composition of its portfolios and adjusts its exposures based upon its risk appetite.

Exceptions

The Policy Sponsor may grant non-substantive exceptions to this Policy. The reasons for granting an exception should be recorded in writing and communicated annually to the OAC Board.

Monitoring and Reporting

OAC has various functions and processes that monitor, and report on investment activity under this Policy. These functions include investment operations, risk management and compliance. These functions collectively monitor investment activities to ensure that Business Units operate within all limits established by the organization and in accordance with this and other applicable policies.

ROLES & RESPONSIBILITIES

Policy Approver	OAC Board of Directors	Responsible for approving the Policy
Policy Sponsor	Chief Financial Officer	Ultimately accountable for the Policy, including its development, implementation and administration
Policy Manager and Monitor	VP, Risk Metrics	Responsible for the design and operational effectiveness of the day-to-day administration of the Policy, and for its monitoring, compliance and reporting functions