




CFMWS PENSION PORTAL USER GUIDE

FOR ACTIVE PLAN MEMBERS

www.cfmws.ca/pensionportal

THE CFMWS PENSION PORTAL GIVES YOU ACCESS TO:

- ☒ A Pension Estimator
 - ☒ Your personal pension information
 - ☒ A Frequently Asked Questions section and a pension-terminology glossary
 - ☒ Plan information and documents
 - ☒ Your annual pension statements
 - ☒ Useful forms
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ACCESSING THE CFMWS PENSION PORTAL

You can access the CFMWS Pension Portal by scanning the following QR code or by using the following URL: www.cfmws.ca/pensionportal

The website works on tablets, mobile phones and computers.

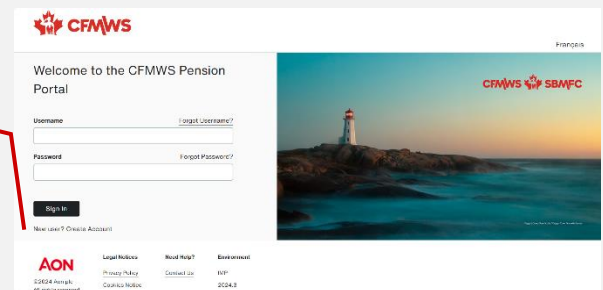
When logging in for the first time you will have to set up a user account and create a username and password.

The initial setup includes various steps which require validating the data you provide against data in Aon's system. You may use your preferred email address in the account creation process. One step in the process is to receive a security code by email that you will input as instructed. If the email does not appear in your inbox, please check your junk email folder.

After your account has been created, you will be redirected to the login page. You can then enter the username and password to log in to the Pension Portal.

Visit CORE > My Pension or cfmws.ca/pension for additional details on creating your account.

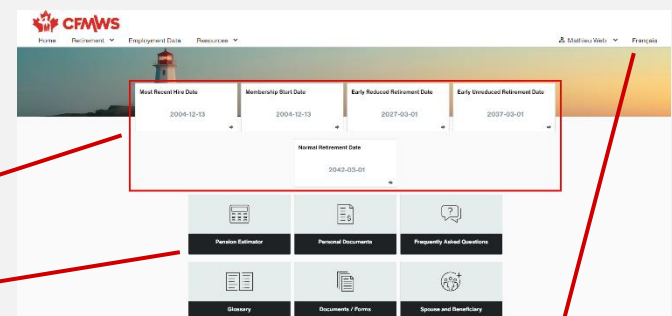
Note that you may be required to complete multi-factor authentication when accessing the Pension Portal.



START YOUR DISCOVERY

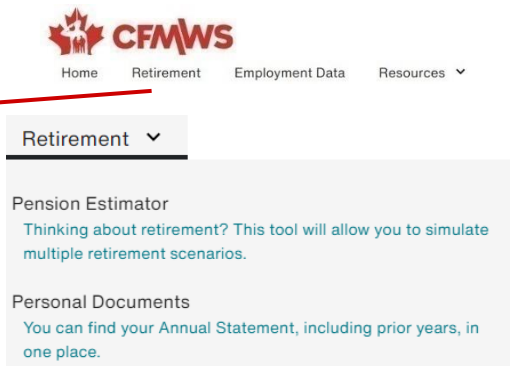
From the Portal **Home** page:

- ✓ View key dates related to your Pension Plan
- ✓ Access different sections by clicking on the menus or the browsing cards
- ✓ Easily toggle to your preferred language, English or French



RETIREMENT MENU

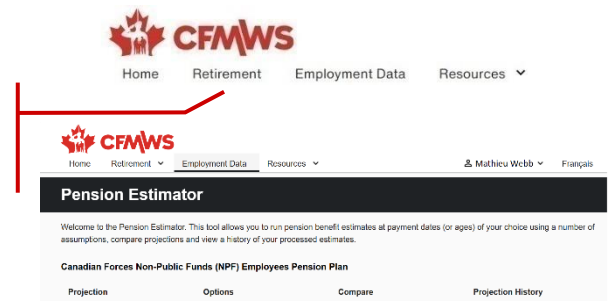
This is where you can access your ongoing annual statement history and the Pension Estimator.



EXPLORING THE ESTIMATOR FUNCTIONALITIES

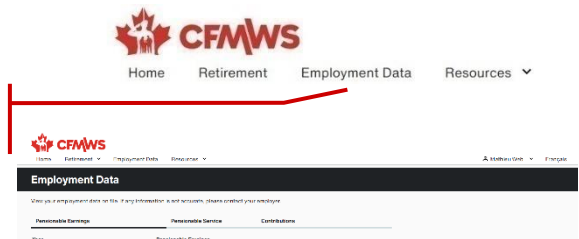
By means of the Pension Estimator, you will be able to:

- 1 Produce as many estimates as you want at various desired retirement dates by adjusting the assumptions
- 2 View the different pension options that are available to you, based on the estimate
- 3 Compare estimates
- 4 View your estimate history



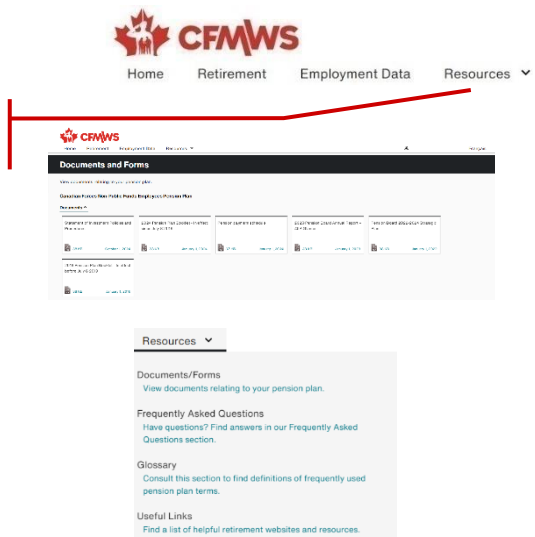
EMPLOYMENT DATA MENU

Access your employment data such as pensionable earnings, service and contributions.



RESOURCES MENU

Access important forms, Plan documents, and other information, as well as answers to Frequently Asked Questions, useful definitions, and helpful links.



MEMBER'S MENU

You can access the member's menu from anywhere on the Portal.

1 You can review your personal information.

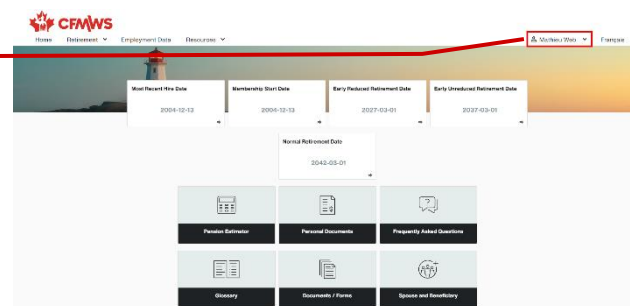
Updates for active Plan members must be done by contacting their local HR office or by making the change through HR Self Service. Your preferred email address used for pension communication can be changed directly through the Portal.

Deferred Plan members and pensioners can update their personal information directly on the Portal.

2 You can review your spouse and beneficiary information.

If you are not yet retired, you can update your spouse and beneficiary information directly on the Portal, subject to applicable legislation.

Any updates post-retirement must be done by contacting Aon Pension Administration Services.



Personal Information

[View your personal information on file.](#)

Spouse and Beneficiary

[View your spouse and beneficiary information on file.](#)

Sign In Information

[Access this section to make changes to your username or password.](#)

[Sign out](#)

You can call Aon's Support Team for assistance at 1-844-203-2693.

QUESTION?