

Your Oracle Super Guide

Oracle Employee and Retained Benefit members
Product Disclosure Statement
30 September 2022

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About this Product Disclosure Statement (PDS)

This PDS is for Oracle Employee and Retained Benefit members. It is a summary of significant information and contains a number of references to important information (each of which forms part of the PDS). You should consider this information, along with the following factsheets, before making a decision about the product.

- *How super works*
- *Additional information*
- *How we invest your money*
- *Insurance in your super*

The information provided in the PDS is general information only and does not take account of your personal financial situation or needs. You should obtain financial advice tailored to your personal circumstances.

Information in this document that is not materially adverse is subject to change from time to time and may be updated if it changes. The Trustee reserves the right to correct any errors or omissions. Updated information can be found at any time at <https://super.towerswatson.com/super/oracle> or a copy can be obtained free of charge by contacting the Plan Administrator on **1800 127 953**.

1800 127 953

<https://super.towerswatson.com/super/oracle>

1 About the Oracle Superannuation Plan

The Oracle Superannuation Plan ('the Plan') is specifically designed to cater for the superannuation needs of Oracle employees and their families. It is also available to former Oracle employees who remain members after leaving Oracle.

The Plan provides a package of super and insurance benefits to help you save for the future.

This PDS provides a summary of the benefits provided to Oracle employees and Retained Benefit members. Oracle employees include employees of Oracle Corporation Australia Pty Limited, Oracle Global Services Australia Pty Ltd and Oracle Financial Services Software Pte. Ltd.

Information about the Trustee, including executive remuneration and any other documents required to be disclosed under the superannuation legislation, is on the website at <https://super.towerswatson.com/super/oracle>.

2 How super works

Superannuation is a way to save for retirement that is, in part, compulsory. For many people, it is likely to be their main source of income in retirement.

Generally, your employer contributes to your account at least 10.5%* of your 'Ordinary Time Earnings Base' (this is generally equal to your Ordinary Time Earnings plus any salary sacrifice contributions you make, subject to any limits under the law) – this is known as the Superannuation Guarantee (SG). You can also contribute money to help your super grow.

The money in your super account is invested and earns investment returns over the years until you retire. Your super account will accumulate in line with the performance of your chosen investment options (which may be positive or negative) and the level of contributions you and Oracle make to your super. The Government provides tax savings, so the money contributed to your super account is generally taxed less than the tax you pay on your salary. This helps your super to grow.

The Government has rules in place which mean you generally cannot access the money in your super account until you reach what is known as your preservation age – between age 55 and 60 – or you satisfy another condition of release.

* Increasing to 11% from 1 July 2023.

Contributions

There are different types of contributions available to you.

- **Company contributions** – your employer contributes money to your chosen super fund on your behalf. If you choose the Oracle Superannuation Plan, these contributions are paid into your Employer Account. Retained Benefit members cannot direct their new employer's contributions to the Oracle Plan.

- **Personal contributions** – to help your super grow, you have the option to contribute additional amounts to your super. You can generally make these contributions from your before-tax salary or after you have paid tax. Any personal contributions will be paid into your Member Account. Retained Benefit members may only make personal after-tax contributions to the Plan, and only within 30 days of leaving Oracle.
- **Government co-contributions** – if you make a contribution to your super from your after-tax salary and your salary is under the limit set by the Government, you may be eligible for an additional contribution from the Government of up to \$500. Conditions apply.
- **Spouse contributions** – you can assist your spouse to grow their super savings by contributing to their super or splitting some of your contributions with them into a Spouse Account in the Plan.

The Government places limits on how much can be contributed to super before extra tax applies – see page 5 for more information.

You can also roll over money you have in other super funds into one account in the Plan, allowing you to consolidate your super.

Choosing your super fund

Legislation allows most working Australians to choose which superannuation fund they belong to. When you join Oracle you must choose a superannuation fund. As an Oracle employee, you can choose to join the Oracle Superannuation Plan.

However, you can also have your future contributions paid to another complying super fund and/or transfer your existing benefits to another fund if you wish.

You should read the important information about how super works before making a decision. Further details are contained in the *How super works* factsheet. Go to <https://super.towerswatson.com/super/oracle>. The material relating to how super works may change between the time when you read this Statement and the day when you acquire the product.

3 Benefits of investing with the Oracle Superannuation Plan

There are a number of benefits of being a member of the Plan.

- Oracle contributes at least the amount required to satisfy the SG legislation.
- There are no administration fees deducted from the account of Oracle Employee members – these costs are covered by Oracle, which means your super can work harder for you. Investment fees and activity fees apply (see page 4).
- To help protect you and your family from the unexpected, the Plan **provides Oracle employee members with standard insurance cover that is paid for by Oracle** for death and total and permanent disablement (or death-only cover if you work on average less than 15 hours per week), provided you meet the eligibility conditions (see page 6). Additional insurance cover is also available at your own cost.
- You have a **choice of five investment options** tailored to different financial needs and goals.
- If you are an Employee member, you can make personal contributions to your super from your before-tax salary (via salary sacrifice) or after-tax salary.
- You can **keep your entire super in the one place** by rolling your previous super into the Plan.
- You can make contributions to a Spouse Account in the Plan and split your eligible super contributions with your spouse. See the PDS, *Your Oracle Super Guide for Spouse members*, which is available by contacting the Plan Administrator or downloading it from the website at <https://super.towerswatson.com/super/oracle>.
- You can continue to be a member of the Plan, even if you stop working at Oracle. This way, you can maintain your long-term investment strategy and stay in a Plan you know and trust.
- You can keep track of your super via <https://super.towerswatson.com/super/oracle> and make changes to your super online.

To provide you with greater security around who receives your super in the event of your death, Oracle Employee members have the choice of making either a **binding or non-binding nomination**. To nominate your preferred beneficiaries, please complete a *My Beneficiaries form* available from <https://super.towerswatson.com/super/oracle>.

You should read the important information about the benefits of investing with the Oracle Superannuation Plan before making a decision. Further details are contained in the *Benefits of investing with the Oracle Superannuation Plan* section in the *Additional information* factsheet. Go to <https://super.towerswatson.com/super/oracle>. The material relating to the benefits of investing with the Oracle Superannuation Plan may change between the time when you read this Statement and the day when you acquire the product.

4 Risks of super

As with all investments, there are risks with investing with the Oracle Superannuation Plan. Your level of risk will vary depending on your age, investment timeframe, other investments and risk tolerance.

Investment risk

The Oracle Superannuation Plan offers you a choice of five investment options. Each option has a different strategy and different level of risk and expected return. The level of risk depends on the option's assets.

Generally, the higher an investment's potential long-term return, the greater the risk associated with that investment. Historically, investment in shares has provided the highest average returns over the long term but has also demonstrated the greatest volatility in the short term. Over the longer term, lower risk investments, such as cash or fixed interest assets, generally provide lower returns, but are less volatile than shares.

The value of your accounts in the Plan will vary and may rise or fall in line with the performance of the investment markets in which your money is invested. You should remember that past performance is not necessarily a reliable indicator of future performance.

Returns from the Plan may be positive or negative and are not guaranteed. When you leave the Plan, you may get less than the amount of contributions paid in by you and your employer because of taxes, fees and low or negative investment returns.

Other risks

Being a member of the Plan does not automatically mean that you will have enough money to live on in your retirement. Your future superannuation savings and investment earnings may not be sufficient to adequately provide for your retirement. Your insurance cover may not commence or may be restricted if you do not meet all the conditions for cover.

There is also the risk that Oracle will cease making contributions to the Plan, the Plan's Trust Deed may be amended or the Plan may close in the future. If this were to happen, the Trust Deed sets out your rights on termination.

A change in the laws that govern superannuation may impact on your ability to access your money in the future or affect the tax effectiveness of your super savings. You will be kept informed about any material changes that may affect your super.

You should read the important information about the risks of super before making a decision. Further details of investment risks are contained in the *How we invest your money* factsheet. Details of insurance risks are contained in the *Insurance in your super* factsheet. Both factsheets are available at <https://super.towerswatson.com/super/oracle>. The material relating to the risks of super may change between the time when you read this Statement and the day when you acquire the product.

5 How we invest your money

The Oracle Superannuation Plan has five investment options – Diversified Shares, Growth, Balanced, Stable and Cash. You can invest your entire super in one of these five options, or you can choose a mix of the different options. You can also choose to invest your future contributions in different options to your existing account balances.

You must make an investment choice when you join the Plan. If you do not make an investment choice your application for membership cannot be processed. Details of the Balanced option are listed in the table to the right. Details of the other options are available in the *How we invest your money* factsheet.

Your investment choice

You should make your initial choice on the *Application form*.

To change your investment choice:

- Complete the *Super Options form*, available from the Plan Administrator on **1800 127 953** or the website at **<https://super.towerswatson.com/super/oracle>**; or
- Visit the **'Member Centre'** on the website to make your choice online.

If you are changing your choice, make sure you submit your *Super Options form* to Human Resources at least five days before the date you want your change to take place. Your accounts will be changed on the first day of the following month. Some fees may apply (see page 4).

Each investment option has a different level of investment risk and return objectives. When making your investment choice, it is important to consider the risk and likely return of an investment option and whether it suits your investment timeframe (the length of time until you will need your super).

The Balanced option

Overview¹

This is a diversified option which has exposure to the major asset classes.

This option may be suitable for members who expect to invest their super for more than five years. Investors in this option may be seeking a moderate level of capital growth over the medium term, with lower investment volatility than the Growth option. There may be periods of low or negative returns from this option.

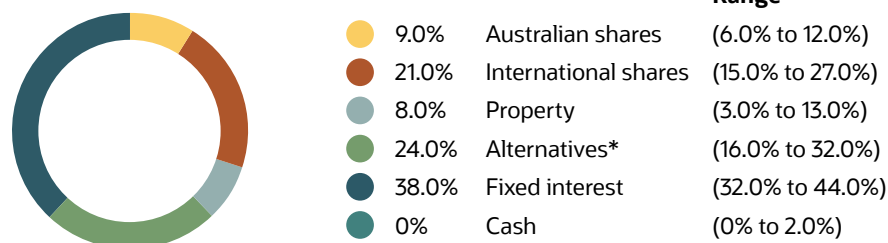
Investment objectives

- To achieve a return (after tax and investment fees) that is at least **2.5% p.a.** more than movements in CPI over rolling 10-year periods.
- To limit the probability of a negative return over rolling 12-month periods to **approximately 4 in 20 years.**

Investment strategy

Invest about 62% in shares (including emerging markets), property and alternative assets, and about 38% in fixed interest and cash investments.

Target asset allocation



* Alternative assets include alternative risk premia strategies, real return funds, global listed infrastructure, structured beta funds and alternative credit.

Minimum suggested investment period

At least five years

Likelihood of a negative return in any 20-year period²

2 to less than 3 years out of 20 years

Volatility level²

Medium



¹ Note that the information about the suitability of particular options is general in nature and is included as required by law. It is not intended to be a recommendation or statement of opinion in relation to any particular option. Members are encouraged to seek their own advice if they are uncertain as to which option might be most appropriate for them.

² The volatility level shown is based on industry guidance to allow members to compare investment options that are expected to deliver a similar number of negative annual returns over any 20-year period. It is based on the Standard Risk Measure developed by the industry and is not a complete assessment of all forms of investment risk, for instance it does not detail what the size of a negative return could be or the potential for a positive return to be less than a member may require to meet their objectives. Further, it does not take into account the impact of administration fees and tax on the likelihood of a negative return. Members should still ensure they are comfortable with the range of risks and potential losses and gains associated with their chosen investment options.

Further details on investments including information about the Plan's other investment options, investment risks and how to change options are contained in the *How we invest your money* factsheet. You should read the important information about investments before making a decision. Go to **<https://super.towerswatson.com/super/oracle>**. The material relating to investments may change between the time when you read this Statement and the day when you acquire the product.

6 Fees and costs

DID YOU KNOW?

Small differences in both investment performance and fees and costs can have a substantial impact on your long-term returns.

For example, total annual fees and costs of 2% of your account balance rather than 1% could reduce your final return by up to 20% over a 30-year period (for example, reduce it from \$100,000 to \$80,000).

You should consider whether features such as superior investment performance or the provision of better member services justify higher fees and costs.

You or your employer, as applicable, may be able to negotiate to pay lower fees. Ask the fund or your financial adviser.

TO FIND OUT MORE

If you would like to find out more, or see the impact of the fees based on your own circumstances, the **Australian Securities and Investments Commission (ASIC)** website (www.moneysmart.gov.au) has a superannuation calculator to help you check out different fee options.

Information in the following “Fees and costs summary” can be used to compare costs between different superannuation products. Fees and costs can be paid directly from your account or deducted from investment returns. ASIC’s superannuation calculator at www.moneysmart.gov.au can be used to calculate the effect of fees and costs on your account balance.

Fees and costs summary

Balanced option		
Type of fee or cost	Amount	How and when paid
Ongoing annual fees and costs ¹		
Administration fees and costs	Employee members: 0.03% per year	Administration fees are not deducted from your account as the ongoing administration costs are met by Oracle. 0.03% per year is paid from the Plan’s general reserve. It is not deducted from your account.
	Retained Benefit members: 0.63% per year	Administration fees of 0.60% per year are deducted from investment returns before the returns are applied to your account. 0.03% per year is paid from the Plan’s general reserve. It is not deducted from your account.
Investment fees and costs ^{2,3}	Balanced option: 0.40% to 0.44% per year (\$4.00 to \$4.40 per \$1,000)	This fee is deducted from investment returns before the returns are applied to your account.
Transaction costs ³	Balanced option: 0.14% per year (\$1.40 per \$1,000)	This fee is deducted from investment returns before the returns are applied to your account.
Member activity related fees and costs		
Buy-sell spread	Nil	Not applicable
Switching fee	\$83 per switch (\$84 from 1 November 2022)	This fee is deducted from your account at the time of switching.
Other fees and costs ⁴	Other fees may also apply	

1. If your account balance for a product offered by the superannuation entity is less than \$6,000 at the end of the entity’s income year, certain fees and costs charged to you in relation to administration and investment are capped at 3% of the account balance. Any amount charged in excess of that cap must be refunded.

2. Investment fees and costs includes an amount of 0.01% for performance fees. The calculation basis for this amount is set out under *Additional explanation of fees and costs* in the *Additional information* factsheet.

3. Estimate only.

4. Insurance fees for voluntary insurance and fees for various activities you request may apply (see *Additional explanation of fees and costs* in the *Additional information* factsheet).

Example of annual fees and costs for a superannuation product

The following table gives an example of how the ongoing annual fees and costs for the Balanced option for this superannuation product can affect your superannuation investment over a 1-year period. You should use this table to compare this superannuation product with other superannuation products.

7 How super is taxed

All taxes deducted are paid to the Australian Taxation Office when required.

Tax on contributions

There are caps on how much you can contribute to super each year. **Significant tax consequences** apply if you exceed the caps. The caps and the tax you pay depend on the type of contribution (concessional or non-concessional), your total superannuation balance and relevant income. Below is a very brief summary of the rules that commonly apply. The tax on contributions is complicated and you should read the *How super is taxed* section of the *Additional information factsheet* for full details, including some circumstances where you may be able to make higher contributions and what you can do if you exceed the caps.

Type	Tax on contributions
Concessional Cap: \$27,500	15% tax up to cap if your relevant income is less than \$250,000 30% tax on some or all contributions up to the cap if your relevant income is higher Tax up to your marginal rate on contributions above the cap
Non-concessional Cap: \$110,000 (\$330,000 on a bring-forward basis if eligible)	No tax up to cap if your total superannuation balance is less than \$1.7 million Up to 47% tax if you exceed the cap or if your total superannuation balance is higher

Concessional contributions include SG and salary sacrifice contributions, any amounts paid by Oracle for you to cover your insurance and administration fees, and personal contributions for which you claim a tax deduction.

Non-concessional contributions include personal contributions from your after tax salary for which you don't claim a tax deduction.

Tax on investment earnings

A tax of up to 15% is deducted from the Plan's investment earnings before the earnings are applied to your account.

Tax on withdrawals

Lump sum payments made from the Plan after age 60 are generally tax free. Tax may apply if you take your super in cash before age 60 and will be deducted before your benefit is paid to you.

You should provide your Tax File Number (TFN) to the Plan. This may save you tax. Normally, Oracle will provide your TFN to the Plan when you start work. If you don't provide your TFN, higher tax can apply to certain payments and some types of contributions cannot be accepted.

Further details about tax are contained in the *How super is taxed* section in the *Additional information factsheet*. You should read the important information about tax before making a decision.

Go to <https://super.towerswatson.com/super/oracle>. The material relating to tax may change between the time when you read this Statement and the day when you acquire the product.

EXAMPLE – Balanced option		BALANCE OF \$50,000
Administration fees and costs	0.03% per year for Employee members; 0.63% per year for Retained Benefit members	0.03% per year is paid from the Plan's general reserve. It is not deducted from your account. For every \$50,000 you have in the superannuation product you will be charged or have deducted from your investment: <ul style="list-style-type: none"> • \$15 each year in administration fees and costs if you are an Employee member • \$315 if you are a Retained Benefit member
PLUS Investment fees and costs	0.44% per year*	And , you will be charged or have deducted from your investment \$220 in investment fees and costs
PLUS Transaction costs	0.14% per year	And , you will be charged or have deducted from your investment \$70 in transaction costs
EQUALS Cost of product		If your balance was \$50,000 at the beginning of the year, then for that year you will be charged fees of \$305 (if you are an Employee member) or \$605 (if you are a Retained Benefit member) for the superannuation product

*The fee shown is the maximum investment fee applicable, on a gross of tax basis. Where the Trustee claims a tax deduction for investment fees, the full benefit will be passed to members via a positive adjustment to investment earnings.

Note: Additional fees may apply

The Trustee tries to keep fees low but may need to change them from time to time and can do so without your consent. Some fees are indexed annually, and some may depend on your employment status or category of membership. You will generally be given 30 days' notice of increases to fees, unless the increase is due to increased costs charged to the Trustee.

The fees charged may depend on your employment status or category of membership in the Plan. If you change categories, you will be advised of any changes to the fees that apply to you. Details of the fees that apply to you are shown on your *Annual Benefit Statement*.

For definitions of various fees, refer to *Defined Fees* at <https://super.towerswatson.com/super/oracle>.

Further details about fees, including those applying to the Plan's other investment options and definitions of various fees, are contained in the *Fees and other costs* section in the *Additional information factsheet*. You should read the important information about fees before making a decision. Go to <https://super.towerswatson.com/super/oracle>. The material relating to fees may change between the time when you read this Statement and the day when you acquire the product.

8 Insurance in your super

To help protect you and your family from the unexpected, Oracle provides eligible Oracle employees with:

- Standard insurance cover for death and total and permanent disablement (TPD) through the Plan; and
- The option to take out additional insurance to top up your death and disablement benefits. The cost of this additional insurance cover is deducted from your account in the Plan and you can reduce or cancel this cover at any time.

You cannot change or opt out of standard insurance cover for death and TPD.

Your insured benefits

Eligibility

You are eligible for insurance cover for death and total and permanent disablement if you are a member of the Plan, under age 65 and a permanent full-time or part-time Oracle employee working on average at least 15 hours per week over a three month period.

If you are a member of the Plan, under age 65 and a permanent part-time Oracle employee working on average less than 15 hours per week over a three month period, you are eligible for death insurance cover. TPD benefits may also be payable in limited circumstances.

To be eligible for standard insurance cover you must have your Company Superannuation Guarantee (SG) contributions paid to the Plan. Normally, you will receive standard insurance cover (up to the insurer's Automatic Acceptance Limit) from the day you join the Plan without the need to provide evidence of your health provided the Plan receives an SG contribution for you within 120 days of you commencing employment with Oracle. However, you will need to provide health evidence if you do not join the Plan when first eligible or you require a level of cover that exceeds the limit set by the insurer, or, in the case of TPD cover – if you are not able to perform all your normal duties and hours without restriction due to illness or injury on the day you were first eligible for cover. You will also need to provide health evidence if applying for additional insurance cover. Any cover subject to health evidence will not commence until it is approved by the insurer.

If you are a non-permanent Oracle employee or a Retained Benefit member, you will not be eligible to receive standard insured benefits or additional insurance cover and your benefits will be limited to your total account balance. If you are a foreign assignee you do not receive any standard cover but you can apply for additional insurance cover.

Please note, any standard cover will cease to apply if you are a Plan member but have your Company SG contributions paid to another fund under the Choice of Fund legislation.

Standard death cover

If you are under age 65, a permanent Oracle employee and Oracle makes SG contributions to the Plan for you, the standard death cover is:

Standard death insurance cover =
5 x your annual base salary at the date of death

Standard TPD cover

If you are under age 55, your TPD cover will be the same as your death insurance cover = 5 x your annual base salary at the date of your TPD.

However, if you are aged 55 years or more, your TPD insurance cover depends on your age, as shown in the table below.

Standard death and TPD cover costs approximately 0.9% of your salary. For example, if your salary is \$100,000, the insurance fees will be approximately \$900 per year. This cost is met in full by Oracle with no deduction from your accounts.

Standard TPD cover

Age at disablement	Multiple of base salary	Age at disablement	Multiple of base salary
55	4.5	60	2.0
56	4.0	61	1.5
57	3.5	62	1.0
58	3.0	63	0.5
59	2.5	64 or more	0

Here's how your standard cover works...

Sara becomes totally and permanently disabled at age 40. At the time of her disablement, Sara is on a base salary of \$60,000 p.a. and with total account balances of \$55,000. She has not taken any additional insurance cover. Therefore, her TPD benefit is her total account balances in the Plan plus her insured benefit (5 x her salary), as shown.

Total Accounts	\$55,000
Insured benefit (5 x \$60,000)	\$300,000
Sara's total disablement benefit	\$355,000

If Sara had been 57 (i.e. over age 55) when she was totally and permanently disabled, her TPD benefit would be:

Total Accounts	\$55,000
Insured benefit (3.5 x \$60,000)	\$210,000
Sara's total disablement benefit	\$265,000

This second calculation shows the reduced standard TPD insurance benefit for members over age 55 (see the table above).

Temporary disablement insurance cover

You may also be eligible to receive temporary disablement insurance cover while you are an Oracle employee. This temporary disablement cover is provided by Oracle and not through the Plan. Contact Human Resources for more information.

Payment of a disablement benefit (standard and/or voluntary) is subject to you meeting the insurer's definition of TPD. See the factsheet, *Insurance in your super*, for more information.

Additional insurance cover

You can apply for additional insurance cover through the Plan for death and TPD. However, you must be under age 65 and a permanent Oracle employee working on average at least 15 hours per week over a three month period.

This additional insurance is purchased in units of cover. The amount of additional cover you receive for each unit you purchase depends on your age. It ranges from \$157,480 per unit at age 33 and under, to \$4,180 per unit at age 64.

To apply for additional insurance cover or to increase your cover, you will need to complete a *My Extra Insurance form*, indicating the number of units of cover you wish to purchase. This form is available from the Plan Administrator or can be downloaded from the website at <https://super.towerswatson.com/super/oracle>.

The Plan's insurer also requires you to complete an *Application for Insurance* to show that you are in good health. Your eligibility to purchase this additional cover is subject to you providing any required evidence of good health and to approval by the Plan's insurer.

The standard cost for each unit of cover is \$3.85 per month and the fee is subject to change. This fee is deducted from your account in the Plan. The cost may be higher if the insurer applies a loading to your fee based on the medical evidence that you provide.

If you wish to reduce or cancel your additional voluntary insurance, you should write to the Trustee of the Oracle Superannuation Plan via the Plan Administrator.

Further details about insurance including the amount of cover, important conditions, exclusions, risks and fees are contained in the *Insurance in your super factsheet*. This information may affect your entitlement to insurance cover. You should read the important information about insurance before making a decision including whether the insurance is appropriate for you. Go to <https://super.towerswatson.com/super/oracle>. The material relating to insurance may change between the time when you read this Statement and the day when you acquire the product.

9 How to open an account

Joining the Oracle Superannuation Plan is easy! Just follow these simple steps.

1. Read this PDS carefully to learn about the options and features available to you.
2. Consider your super choices for:
 - Your investment option(s);
 - Personal contributions;
 - Rollovers;
 - Your insurance cover; and
 - Your beneficiaries.

Remember, if you do not make an investment choice, your application for membership cannot be processed.

3. Once you have made your choices, complete and return the *Application form*. You can download the form from the website or contact the Plan Administrator.

Protecting your personal information

The Trustee believes your privacy is important and so has developed a privacy policy to protect your personal information. The policy outlines how the Plan collects and manages your personal information. A copy of the policy is available by calling the Plan Administrator or on the website (see to the right).

If you would like to access or update your personal information, please contact the Plan Administrator (see to the right for contact details).

Enquiries or complaints

If you have any questions, would like to make a complaint or would like more information about the Oracle Superannuation Plan, please contact:



The Plan Administrator
Oracle Superannuation Plan
PO Box 1442
Parramatta NSW 2124



1800 127 953
(+61 2 8571 6288 from overseas)



<https://super.towerswatson.com/super/oracle>



oraclesuperadmin@linksuper.com

If you have queries about Choice of Fund, you can also contact:



Human Resources
Oracle
4 Julius Avenue
North Ryde NSW 2113



humanresources_au@oracle.com



(02) 9491 1000

You should read the important information about your account contained in the *How to open an account* section in the *Additional information factsheet*. Go to <https://super.towerswatson.com/super/oracle>. The material relating to your account may change between the time when you read this Statement and the day when you acquire the product.

Application form

ORACLE

Oracle Superannuation Plan

Use this form to tell us:

- that you want to join the Plan
- if you want to contribute more to your super
- how you would like to invest your super
- who you want as your beneficiaries to receive your death benefit

If you want to join another fund, complete a **Standard Choice form**.

When you have joined the Plan, you can update your details, change your contribution rate, your investment option(s), and your nomination of beneficiaries on the Plan's website at <https://super.towerswatson.com/super/oracle>.

Checklist for your other super options

- ☐ Do you want to take out extra insurance? Use the *My Extra Insurance form*.
- ☐ Do you want to roll other super into the Oracle Superannuation Plan? Use the *Rollover form*.
- ☐ Do you want to set up or change super/insurance for your spouse? Use the *My Spouse form*.

All forms are available on the Plan's website,

<https://super.towerswatson.com/super/oracle>.

Instructions for completion

To join the Oracle Superannuation Plan, complete:

Section 1. My details – to provide us with your contact information;

Section 2. My super contributions – indicate here if you wish to make personal contributions;

Section 3. My investment choice – you must choose how your super is to be invested or your application for membership cannot be processed;

Section 4. My beneficiaries – you can make either a binding or non-binding nomination for payment of your death benefit. A binding nomination must be witnessed as explained in Section 4; and

Section 5. My declaration – please sign here.

Please return your completed form to Payroll within 1 week of your start date with Oracle.

Submit your form via the [Payroll Query Template](https://apex.oraclecorp.com/pls/apex/f?p=25361:1:104386995750719) on Payroll's internal website (or copy this link into your browser: <https://apex.oraclecorp.com/pls/apex/f?p=25361:1:104386995750719>). Note that you will need to log in with your SSO credentials. Select Benefits, Superannuation, upload your completed form and any other necessary details, and then submit.

1. My Details

Last name	<input type="text"/>	Title	<input type="text"/>
First name	<input type="text"/>	Date of birth	<input type="text"/> / <input type="text"/> / <input type="text"/> <small>dd mm yyyy</small>
Work location	<input type="text"/>	Employee number	<input type="text"/>
Work email	<input type="text"/>		
Home address	<input type="text"/>		
	<input type="text"/>	State	Postcode

Please turn over →

2. My super contributions

Oracle makes compulsory contributions to super for you. You can choose to contribute more. If you do contribute more, the amount will be deducted from your pay each pay period. Please tick or complete as required.

☐ Yes, I want to contribute \$ per month or % of my salary to my super.

I wish to contribute from my ☐ before-tax or ☐ after-tax pay.

OR

☐ No, I don't want to contribute any extra to my super.

You can change your contribution rate at any time by completing a *Super Options form* – your new contribution will be deducted from your next pay after your form is processed. There are limits to the amount you can contribute and receive concessional tax treatment. These limits are outlined in the Plan's Product Disclosure Statement for Employee and Retained Benefit members (Plan's PDS), available on the website.

3. My investment choice

You must choose how your super is invested or your application for membership cannot be processed. There is no fee for making your initial choice. You are able to change your investment choice each month by completing a *Super Options form*. For details of the current fees that apply, refer to the Plan's PDS, available on the website.

I would like my **future contributions** to be invested in the following option or options:

Diversified Shares	<input type="text"/> %
Growth	<input type="text"/> %
Balanced	<input type="text"/> %
Stable	<input type="text"/> %
Cash	<input type="text"/> %
Total	<input type="text"/> %

Remember:

- Your choice must add up to 100%. Otherwise your choice will not take effect and we will be unable to process your application for membership.

4. My beneficiaries

Complete this Section to tell us who should receive your death benefit. Oracle employee members can make a binding or non-binding nomination. You can change your nomination at any time.

A binding nomination obliges the Trustee to pay your death benefit according to your stated wishes (provided that the nomination is valid at the time of your death). Your nomination is valid for up to three years. It is your responsibility to ensure that your nomination is kept up to date, especially if your circumstances change. Your nomination must be witnessed by two people who are aged 18 years or over, and who are not nominated as your beneficiaries.

A non-binding nomination is used only as a guide for the Trustee, who will investigate your circumstances at the time of your death and then decide who to pay your benefit to.

For more information on these choices, please refer to the Plan's PDS, available on the Plan's website, <https://super.towerswatson.com/super/oracle>. Note that Retained Benefit members cannot nominate beneficiaries – refer to the *Additional Information* factsheet for more details.

My beneficiaries

Fill in the table below to nominate your beneficiaries (who must be your dependants or your Estate) and the share of your benefit you would like them to receive.

Beneficiary Names and addresses of dependants	Relationship to you (e.g. spouse, child)	Share of benefit (must total 100%)
Estate		
If you need more room, please attach a separate note.	TOTAL	100%

The Trustee can only pay your death benefit to one or more of:

1. Your dependants, who are:

- Your spouse of any sex (including de facto);
- Your children (including adopted, step or unborn children and children of your spouse);
- Any person who is wholly or partially financially dependent on you; and
- Any person with whom you have an interdependency relationship (for details see the Plan's PDS);

AND/OR

2. Your Estate.

On this form, you can nominate your dependant(s) or your Estate. If you die with no dependants, your benefit will be paid to your Estate.

My nomination

Do you want to make a non-binding or a binding nomination? Tick ONE box only to indicate your choice.

Tick this box if you want the Trustee to use its discretion in paying your death benefit. The Trustee will be guided by your nomination, but not bound by it.

☐ **Option 1: Non-binding nomination.** I would like the Trustee to use its discretion when paying my death benefit. I understand that this nomination revokes all previous nominations I have made and the Trustee will use my nomination as a guide but is not bound by it. I also understand that if I die after leaving Oracle while a Retained Benefit member, any death benefit will be paid to my Estate.

Signature

Date

dd mm yyyy

Tick this box if you want your nomination to be binding on the Trustee. The Trustee must pay your benefit as you have shown on this form, even if your circumstances change.

* Important: To complete your binding nomination, your form must be signed in the presence of two witnesses aged 18 or over who are not nominated as beneficiaries.

☐ **Option 2: Binding nomination.** I want the Trustee to be bound by my nomination. I understand that:

- This nomination will no longer have effect on the earlier of the following:
 - after three years; or
 - when I am no longer employed by Oracle or I leave the Plan;
- If my nomination is no longer valid, the Trustee will determine who receives my death benefit;
- If I leave Oracle and subsequently die while a Retained Benefit member, any death benefit will be paid to my Estate; and
- I may at any time cancel or change my nomination in accordance with the Plan's procedures.

I acknowledge receipt of the Plan's PDS which explains the benefits provided by the Plan.

Signature*

Date

dd mm yyyy

Witness Declaration

As a witness, I declare that:

- This form was signed and dated by the member described in Section 1 in my presence;
- I am at least 18 years old; and
- I am not a beneficiary of this benefit.

By signing below you also make the declarations to the left.

Witness 1

Full name

Date of birth

dd mm yyyy

Signature

Date

dd mm yyyy

Witness 2

Full name

Date of birth

dd mm yyyy

Signature

Date

dd mm yyyy

5. My declaration

I wish to join the Oracle Superannuation Plan, which is a Choice Product.

I have received and understood the Plan's PDS. I agree to be bound by the Trust Deed and Rules of the Plan.

I understand that if I am not joining the Plan when I am first eligible (i.e. on commencing employment with Oracle Corporation Australia Pty Limited, Oracle Global Services Australia Pty Ltd or Oracle Financial Services Software Pte. Ltd.) and a Superannuation Guarantee (SG) contribution is not received for me by the Plan within 120 days of commencing employment, I will not automatically receive standard insurance cover. I will need to provide health evidence that is acceptable to the insurer before I will receive any standard insurance cover. If my cover is subject to underwriting, I understand that my insurance cover will not start until I have been advised in writing that it has been approved by the insurer. I also understand that I must have been able to perform all my usual duties and hours of work for at least 35 hours per week (regardless of whether I am actually working those hours) on the day my cover commences or my cover will be Limited Cover (as described in the Plan's PDS) until I have returned to active employment for 30 consecutive days. I understand that all insurance is subject to the conditions in the Plan's insurance policy.

I understand that if I exercise choice of fund at a future date, i.e. I choose to have my Company SG contributions paid to another superannuation fund, my insurance cover will cease with effect from the date the first contribution is paid to my chosen fund.

I have read and understood the summary of the Plan's *Privacy Policy* as set out in the Plan's PDS. I agree to the collection and use of my personal information as disclosed therein.

I understand that there is no guarantee that the objectives of any investment option I have chosen will be met. The Trustee does not guarantee the investment returns of any investment option. Investment returns may be positive or negative.

If I have provided my email address on page 1, I agree that the Trustee may use that email address to send me information including Product Disclosure Statements, Benefit Statements, Exit Statements, Annual Reports, newsletters or information on material changes to my super or significant events, electronically.

I understand that to change my choices I need to complete and return a *Super Options form* or change my choices online.

I confirm that the information in this form is true to the best of my knowledge and belief.

Signature Date / /
dd mm yyyy

For company use only (for new members)

DJC DJP Tax File Number Super salary

Australian citizen or permanent resident

Yes/No (please circle)

Category (please circle)

1. Full-time or permanent part-time. Working on average at least 15 hours per week over a three month period.
2. Permanent part-time. Working on average less than 15 hours per week over a three month period.
3. Non-permanent employee.

Authorised signatory Date / /
dd mm yyyy