



Information Sheet Nr 2

Information note on the situation regarding the Swiss welfare insurance scheme of the service staff of Philippine nationality recruited locally by the Permanent Missions and of the service staff recruited locally by the Permanent Missions of Philippine, holders of a legitimization card of type "E"

Professional provident fund (LPP)

Professional provident fund for old age, survivors and disability insurance (LPP) is an additional insurance, complementary to the AVS/AI/APG/AC welfare insurance scheme. Affiliation in a LPP is mandatory for all employees subject to the AVS/AI/APG/AC insurance provided his (her) total salary amounts to or is in excess of CHF 21,330.- per year or CHF 1,777.50 per month (amounts valid as of 1st January 2019).

Procedure :

- The *Caisse cantonale de compensation* (Cantonal Compensation Fund Office) decides whether an employee should be affiliated in a LPP fund.

Affiliation :

- The employer must register the employee for Swiss professional provident fund (joint foundation set up by an insurance company or by a bank) or for LPP supplementary foundation ¹.
- The employee, working for an employer who is not responsible to register him (her) for the Swiss professional provident fund (see the information note), can register on a voluntary basis.

Contributions :

- Contributions are paid half by the employer and half by the employee. The amount of the contributions are calculated by the professional provident fund and communicated to the employer. The employer deducts the employee's share from his (her) monthly salary payment.
- The employee, working for an employer who is not responsible to pay the contributions (see information note), must pay himself (herself) the contributions if he (she) wants to be register.

Contribution refund :

- In the event the employee leaves Switzerland permanently, he (she) will be repaid on request the total amounts of contributions paid under the old age risk (that is the employer's share and the employee's share), except for that share relating to the risks of death and disability. The request for refund must be addressed by the employee to the professional provident fund.

¹ Regional Office for the French-speaking area of Switzerland: Foundation institution supplétive LPP, Boulevard de Grancy 39, 1006 Lausanne/P.O. Box 660, 1001 Lausanne, tel. 021 340 63 33, fax 021 340 63 29 (www.chaeis.net/en/home.html).