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**Rules in relation to the beneficiary:**

- In principle, only the organiser (employer) who has made a pension commitment is entitled to appoint a beneficiary;
  - Your employer has transferred this right to you. This right is personal; therefore neither your spouse nor partner, nor your heirs nor creditors can exercise this right. This means that you may appoint a beneficiary, in accordance with the pension rules, or that you may revoke a previously appointed beneficiary;
  - If, however, a previously appointed beneficiary has accepted the benefit, you can only change that beneficiary with his/her approval;
  - The person appointed as beneficiary is entitled to the insured benefit, when the amount, of which he is the beneficiary, has to be paid.
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**Data Protection**

In connection with the management of your group insurance, P&V Verzekeringen cv/P&V Assurances sc with its registered office at Koningstraat/Rue Royale 151, 1210 Brussels, will collect and process personal data in its capacity as controller. These data will be processed with the greatest discretion and only by persons who are authorised to do so.

The general terms and conditions of your group insurance provide more information regarding the General Data Protection Regulation (GDPR). P&V Verzekeringen cv/P&V Assurances sc's policy with respect to the protection of privacy can be consulted at [www.vivium.be/privacy](http://www.vivium.be/privacy).

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Drawn up in \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Signature of the affiliate,**

**Signature of the affiliate's partner,**

*(to be signed only if the affiliate is married and the new beneficiary is not the spouse nor one of the affiliate's children)*

**Signature of the previous beneficiary,**

*(to be signed only if the beneficiary designation was explicitly accepted in the past by the previous beneficiary, i.e. signed by this beneficiary)*

Send the fully completed and signed form by post or e-mail to:

Vivium  
Employee Benefits HP 0080  
Desguinlei 92  
2018 Antwerpen  
[sceb-antwerpen@vivium.be](mailto:sceb-antwerpen@vivium.be)

15 workdays after submitting this document, you will find the impact on your official benefit statement.

To do this, log in to [mygroupinsurance.vivium.be](http://mygroupinsurance.vivium.be) and click on 'your benefit statement (pdf)'. In this PDF, go to the section 'Clauses - Beneficiary clauses'. There you will find the updated information regarding the beneficiary designation in the event of death.