BAKKAVÖR

Your guide to naming your beneficiaries:





Click here for Life Assurance

Click here for Pension



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Life Assurance

You can feel assured that your loved ones have the help they need



As a Bakkavor colleague, your loved ones are entitled to a minimum of 1x your contractual annual salary as a lump sum if you pass away during your employment.

Should the worst happen, it is important that Bakkavor can action your wishes as quickly as possible. By updating your beneficiary information, you can feel assured that your loved ones have the help they need in the hardest of circumstances.

Here's a step-by-step guide:

STEP 1

Click here to Log into your MyReward account. If you don't have an account, **click here** to find out how to register.

STEP 2

Make sure that your family's details have been added. To check this, once you have logged into your MyReward account, scroll down to the below section:



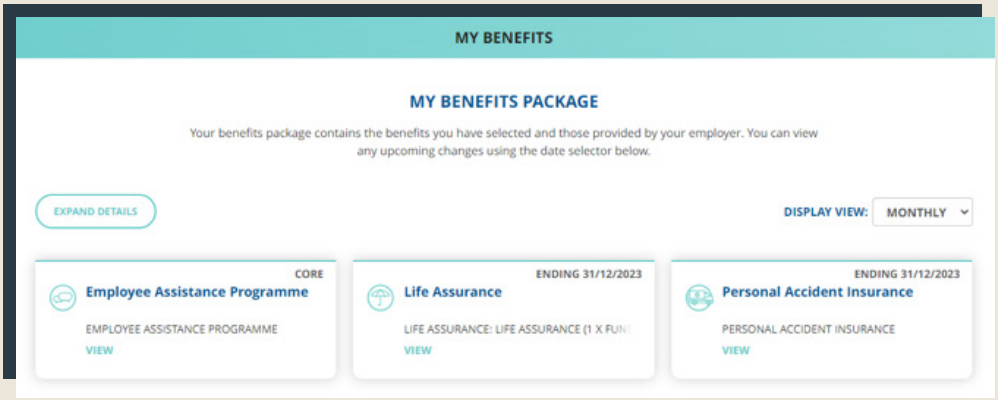
STEP 3

If required, update your family's information by clicking the below icon:



STEP 4

Once your family details have been updated, select ‘My Benefits’ within your MyReward account.

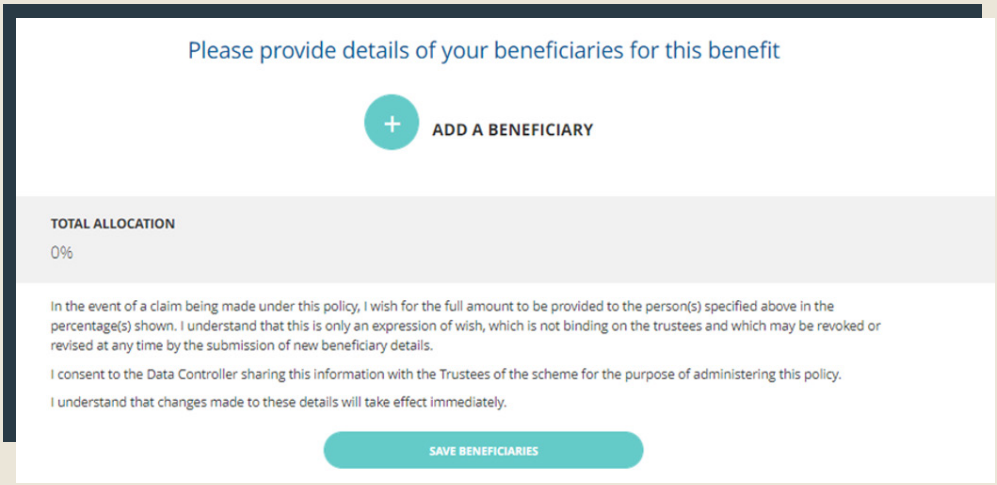


STEP 5

Select ‘View’ within your Life Assurance benefit.

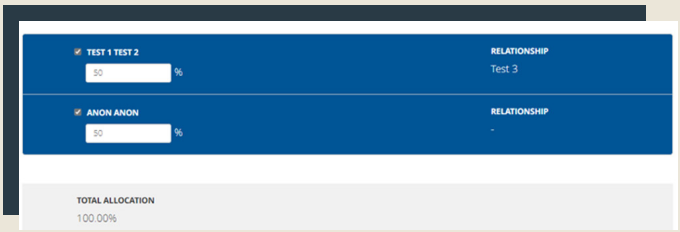
STEP 6

Select ‘Add a beneficiary’.



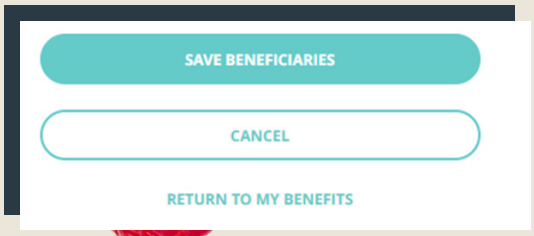
STEP 7

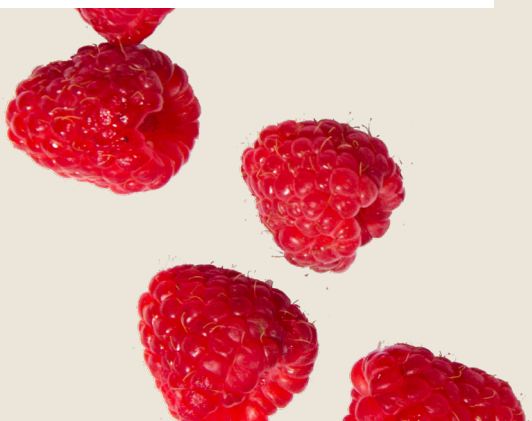
Allocate a percentage of your life assurance to your beneficiaries.



STEP 8

Click ‘Save beneficiaries’ and you are done!

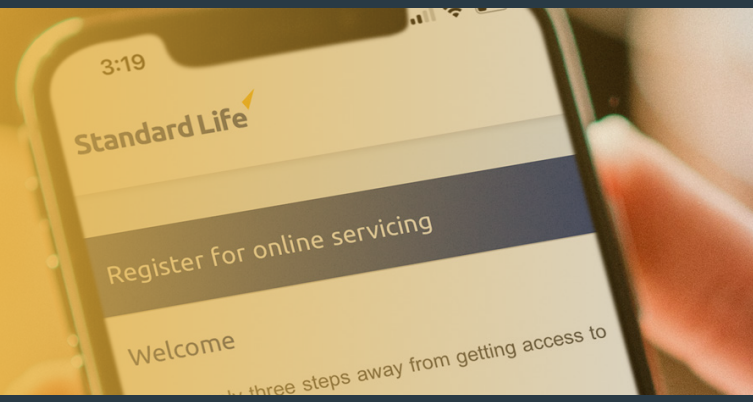




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Pension with Standard Life

Please note that your Life Assurance beneficiaries are not automatically assigned to your Pension. Therefore, please follow the guide below to make sure that you have added them.



Follow our instructions below to add your beneficiaries!

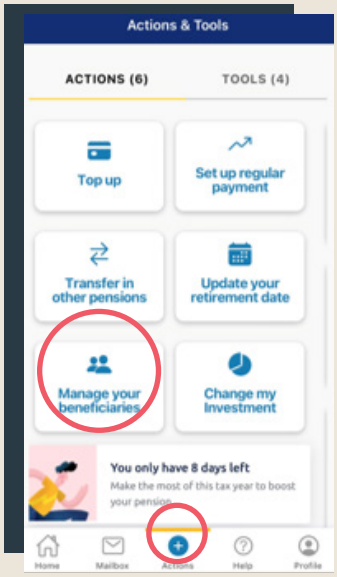
Click here to register for Standard Life's online service and download the Standard Life app

STEP 1

Log into the Standard Life app via your device.
Or, **click here** to access via desktop.

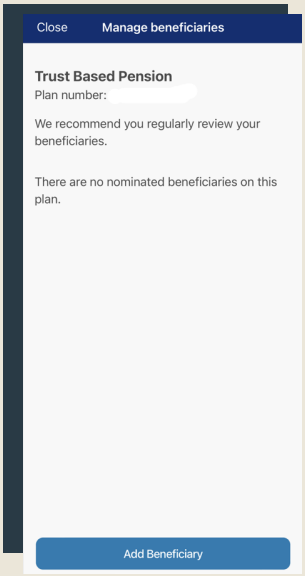
STEP 2

Select 'Actions' and then 'Manage your beneficiaries'.



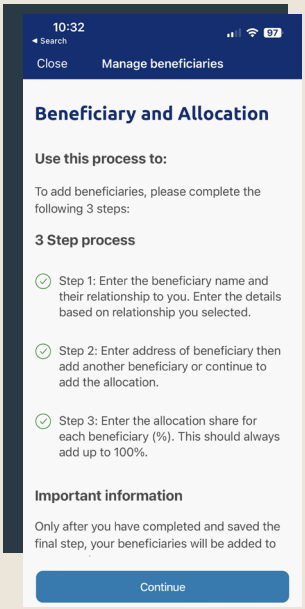
STEP 3

Select 'Add Beneficiary'.



STEP 4

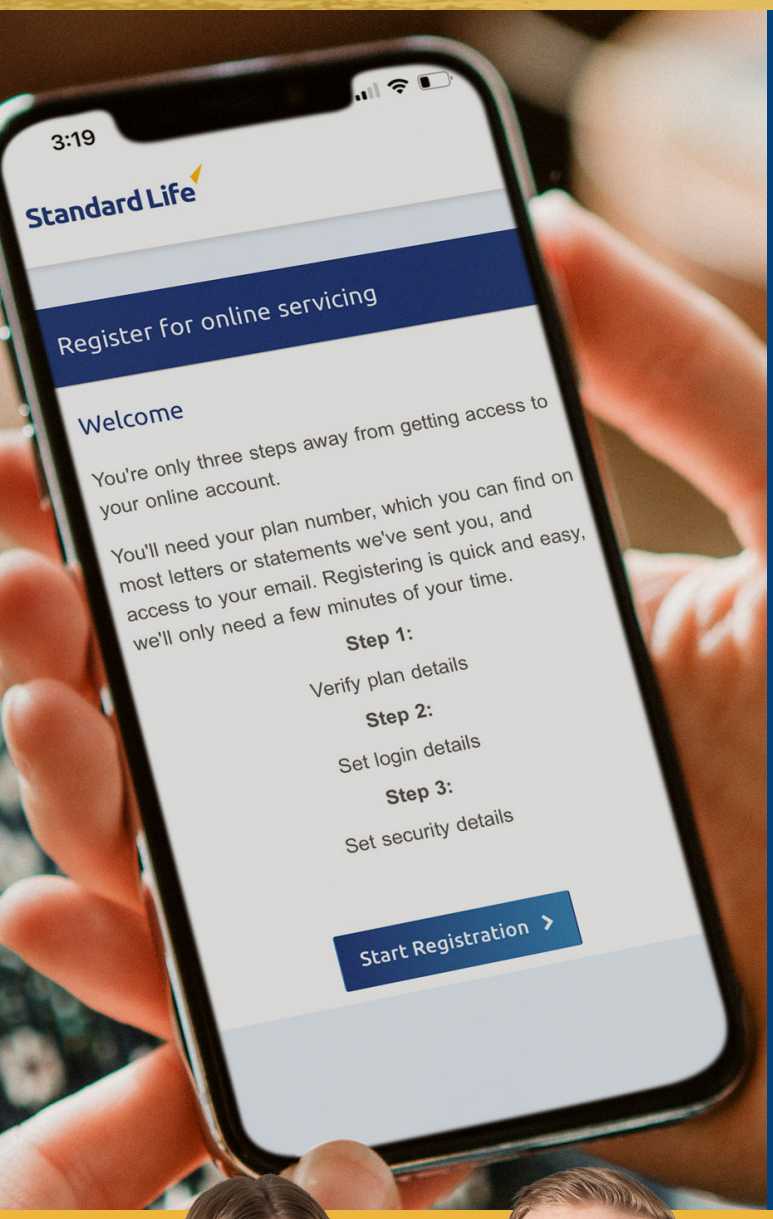
Complete the three steps and click 'Continue'. That's it, you're done.



Please note...
If you have more than one Pension, please be aware that you will need to assign beneficiaries to all of these Pensions separately.

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Manage your Pension online



Sign up for Standard Life's online service to view your Pension and update your beneficiaries.

Keeping track of your Pension – and making sure the right people benefit from it should anything happen to you is important. Follow these simple steps to sign up for Standard Life's online servicing.

1. Look up your Pension plan number, which you can find on most letters Standard Life has sent you, and your National Insurance number
2. **Click here** to go to Standard Life's online registration page
3. Click 'Start Registration', then verify your plan by filling in your name, plan number, date of birth and email address
4. Set up your login details
5. Set up your security details

That's it. Then, you'll be able to check on your Pension and update your beneficiaries.



If you have any issues or want further information contact our Pension team at **Reward.Pensions@Bakkavor.com**

Download the App

Once you've registered, you can manage your Pension on the go with the Standard Life app.

Download on the App Store

GET IT ON Google Play