

<Plan owner name>  
<Plan owner address 1>  
<Plan owner address 2>  
<Plan owner address 3>  
<Plan owner address 4>  
<Plan owner address 5>  
<Plan owner address 6>  
<Plan owner address 7>

#### Financial Adviser

<Adviser Name>  
<Adviser address 1>  
<Adviser address 2>  
<Adviser address 3>  
<Adviser address 4>  
<Adviser address 5>  
<Adviser address 6>  
<Adviser address 7>

24 July 2020

Dear <Salutation>

### **CHANGES TO THE FUND RANGE FOR YOUR PLAN - <PRODUCT> <PLAN NUMBER>**

We regularly review the funds available to <PRODUCT> to ensure that plan owners continue to have access to a high quality and diverse range of funds, to help them meet their investment goals. We have recently completed a review of some of our investment sectors in the range, and are pleased to be able to announce a number of changes.

The review process considers the performance and risk profile of funds within the range to determine whether they continue to provide the right outcomes for investors and remain appropriate for the product. We also consider new additions that would offer something attractive or complementary to the range. As a result, we are intending to remove **six** of our existing funds from the range (11 including currency variants), whilst adding **11** additional funds (20 including currency variants). These new additions to the range will sit in a newly created sector titled 'Responsible Investing'.

Environmental, Social and Governance (known as ESG) factors are increasingly important to our clients when they are considering how and where they want to invest their money. With more and more ESG investment opportunities now available, investors wishing to invest in a responsible manner have greater choice than ever to select investments that reflect their own view of the world. The new sector provides new fund options across six broad themes; climate change, resources & energy, sustainability, human development, water & waste and multi-thematic.

For more information about responsible investing please visit [www.rl360.com/row/funds/responsible-investing/](http://www.rl360.com/row/funds/responsible-investing/)

By adding these funds, our core fund range now stands at over 200 funds (over 380 including currency variants).

#### **What does this mean?**

You are invested in one or more of the funds that we are removing from the range, detailed below. We have selected alternative funds and you will be switched into these automatically (including any regular payment allocation) between 22 and 25 September 2020. You can remain invested in the closing fund(s) you hold until the date we switch you.

If you are happy with our choice of receiving fund then you do not need to do anything. However, if you would prefer to switch to a different fund, it's free of charge and very easy to do. You may want to discuss the options with your financial adviser before deciding.

#### **Switching funds is easy**

Visit the fund centre for your product at [www.rl360.com/fundcentres](http://www.rl360.com/fundcentres) to help you decide on a new fund, or funds. After that choose one of the following options:

Switch online	Send us your changes
If you are a registered user of our Online Service Centre and have signed up for online switching, log into your account at <a href="http://www.rl360.com">www.rl360.com</a> and submit your switch online quickly and efficiently.	Download a copy of our Fund Switch Instruction Form, which you will find on the product fund centre website page, complete it and fax, post or email a scanned version back to us using the details on the form.

If you have any questions regarding this letter or any general queries, please get in touch. Call our Customer Service Team on +44 (0)1624 681682 or send an email to [csc@rl360.com](mailto:csc@rl360.com) and one of our team will be happy to help.

Kind regards



Chris Corkish  
Investment Marketing Manager

### Closing funds and their default alternative fund

The below table details the closing funds and the alternative receiving fund we have selected:

#### Sector: Property

Closing fund	ISIN	OCF <sup>1</sup>	Receiving fund	ISIN	OCF <sup>1</sup>
Schroder ISF Global Cities Real Estate A Acc USD	LU0224508324	1.84%	Janus Henderson Horizon Global Property Equities A2 USD	LU0209137388	1.88%
Schroder ISF Global Cities Real Estate A Acc EUR Hedged	LU0224509132	1.87%	Janus Henderson Horizon Global Property Equities A2 EUR	LU0088927925	1.89%
VAM International Real Estate Equity B USD	LU0372758754	2.50%	Janus Henderson Horizon Global Property Equities A2 USD	LU0209137388	1.88%

#### Sector: Asia Pacific Equity

Closing fund	ISIN	OCF <sup>1</sup>	Receiving fund	ISIN	OCF <sup>1</sup>
BGF Pacific Equity A2 GBP	LU0171290744	1.86%	Matthews Asia - Asia Dividend A Acc GBP	LU0594556309	1.92%
BGF Pacific Equity A2 USD	LU0035112944	1.86%	Matthews Asia - Asia Dividend A Acc USD	LU0491817952	1.83%
BGF Pacific Equity A2 EUR *	LU0171290314	1.86%	Matthews Asia - Asia Dividend A Acc USD	LU0491817952	1.83%

\*Please note that there is no suitable alternative EUR fund to switch into, so you will be switched into the USD share class of the Matthews Asia-Asia Dividend fund; as such, you may be exposed to currency fluctuations on your plan. Please talk to your financial adviser if you have any concerns or wish to discuss the implications for your plan.

#### Sector: Commodity & Energy

Closing fund	ISIN	OCF <sup>1</sup>	Receiving fund	ISIN	OCF <sup>1</sup>
Guinness Sustainable Energy C Acc GBP *	IE00B3CCJ633	1.99%	RobecoSAM Smart Energy B USD	LU0267919529	1.84%
Guinness Sustainable Energy C Acc USD	IE00B2PGVK34	1.99%	RobecoSAM Smart Energy B USD	LU0267919529	1.84%
Guinness Sustainable Energy C Acc EUR	IE00BGHQF417	1.99%	RobecoSAM Smart Energy B EUR	LU0175571735	1.85%
BNP Paribas Energy Transition CC Acc EUR	LU0823414635	1.95%	RobecoSAM Smart Energy B EUR	LU0175571735	1.85%

\*Please note that there is no suitable alternative GBP fund to switch into, so you will be switched into the USD share class of the RobecoSAM Smart Energy fund; as such, you may be exposed to currency fluctuations on your plan. Please talk to your financial adviser if you have any concerns or wish to discuss the implications for your plan.

#### Sector: Equity – Global

Closing fund	ISIN	OCF <sup>1</sup>	Receiving fund	ISIN	OCF <sup>1</sup>
ASI Global Ethical Equity A Acc	GB0006833718	1.57%	BMO Responsible Global Equity 1 Acc	GB0030833650	1.62%

<sup>1</sup>Ongoing Charge Figure (“OCF”) includes the Annual Management Charge plus other operational expenses, so better reflects the total costs applied to the fund.

## The new additions to the range

We are delighted to announce that we are adding the funds below to the range for you to invest in with effect from 24 July 2020:

### Sector: Responsible Investing

Fund Name	Currency options	Morningstar Category	Morningstar Rating <sup>1</sup>	OCF <sup>2</sup>
Pictet - Global Environmental Opportunities	USD, EUR & CHF	Sector Equity Ecology	5 Star	2.02%
Ninety One GSF Global Environment	USD & EUR	Sector Equity Ecology	Not rated	1.94%
HSBC GIF Global Equity Climate Change	USD	Global Large-Cap Blend Equity	4 Star	1.85%
RobecoSAM Smart Energy	USD, EUR & CHF	Sector Equity Alternative Energy	4 Star	1.84%
BGF Sustainable Energy	USD & EUR	Sector Equity Alternative Energy	4 Star	1.97%
Schroder ISF Global Sustainable Growth	USD & EUR	Global Large-Cap Growth Equity	3 Star	1.65%
Alliance Bernstein Sustainable Global Thematic Portfolio	USD	Global Large-Cap Growth Equity	3 Star	2.00%
RobecoSAM Sustainable Healthy Living	USD & EUR	Global Flex-Cap Equity	4 Star	1.84%
RobecoSAM Global Gender Equality Impact Equities	USD & EUR	Global Large-Cap Blend Equity	5 Star	1.77%
BMO Responsible Global Equity	GBP	Global Large-Cap Blend Equity	3 Star	1.62%
Sarasin Responsible Global Equity	GBP	Global Large-Cap Growth Equity	2 Star	1.72%

Notes: Information within these tables is sourced from Morningstar® and is correct as at 16 June 2020.

<sup>1</sup>Morningstar® awards a Star rating based on historic returns adjusted for risk and charges, with the top 10% of funds in a category awarded a 5 Star and the bottom 10% a 1 Star.

<sup>2</sup>Ongoing Charge ("OCF") includes the Annual Management Charge plus other operational expenses, so better reflects the total costs applied to the fund.