



Core Pension Administration

We manage the day-to-day administration of retirement schemes, including member record management, benefits processing, income distribution, and trustee and member communication.

Member Education & Training

We provide tailored member training programmes covering financial wellbeing, retirement planning, member rights and obligations, and benefits structures and scheme understanding.

Compliance Management

Our team helps schemes remain compliant with regulatory requirements by reviewing and updating scheme legal documents and policies, providing legal and governance support, and advising on retirement benefits legislation and compliance matters.

Accounting & Reconciliation Services

We maintain accurate financial records for schemes, including the recording of scheme assets, income and expenditure, and reconciliation of records held by fund managers and custodians

Trustee Training

We equip Trustees with the knowledge and skills required to effectively fulfil their fiduciary responsibilities and governance obligations.

Secretarial Support

We support Boards of Trustees through the coordination of board meetings, preparation of meeting minutes, and tracking and monitoring action items and resolutions.

WHY PARTNER WITH MINET?

- Licensed and regulated pension administrator
- Experienced multidisciplinary team
- Strong governance and compliance support
- Member-focused administration approach
- Technology-enabled service delivery
- Trusted expertise in retirement benefits management

Our Services

PENSION ADMINISTRATION

