

Stichting Mars Pensioenfonds (Mars Pension Fund)

DESCRIPTION AND PROFILE OF A PENSION BOARD MEMBER ON BEHALF OF THE ACTIVE MEMBERS OF MARS PENSION FUND

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The main objective of Mars Pension Fund (hereafter: MPF) is paying pensions to all beneficiaries by correctly executing and administering the pension plans of the Fund. The Pension Board (hereafter: PB) is responsible for good governance of MPF including the investment policy. The PB must ensure that the relationship with the Sponsors is good, in which the PB will continuously take the independent position of the Fund into consideration. Integrity and trust are the key words here. The PB gives account to the Accountability Council (hereafter: AC) and is supervised by the Supervisory Counsel (SC).

What are the tasks of a PB member?

The most important tasks are related to governing the administration of both the pension liabilities and investments, determining the investment policy, setting a proper contribution schedule and ensuring that the funding ratio develops in the required manner.

The PB member is responsible for looking after the interest of all stakeholders. The tasks and responsibilities of a PB member must be kept strictly separate from any other tasks and responsibilities the PB member has outside the PB.

The PB remains responsible and accountable for the Pension MPF governance. Most important is the fact that matters are managed professionally and that sufficient assets are available to pay out actual and future liabilities. The PB reviews the input and proposals of their advisors and takes the necessary decisions. Decisions will in principle be taken during the frequent PB meetings.

Allocation of tasks

The members of the PB are all a member of one or more committees or a competency team. The objective of the competency teams is to inform and advise other PB members in their area of expertise. A committee also has delegated mandates. The committees and competency team are:

- Pension Committee: (Governance, Legal & Actuarial, Administration, Outsourcing, IT & Internal Audit, Risk & Compliance)
- Communication Committee
- Investments Competency team

General requirements of the PB members

The role of PB member is a very responsible one. Dutch Pensions Law prescribes knowledge, competencies and professional conduct.

To manage MPF, the PB Members and professionals must collectively have sufficient knowledge. The knowledge relates to the following areas:

A. Management, organization and communication

- Management of an organization (management competence)
- Communication and reputation policy

B. Products, services and markets in which the financial undertaking operates

- Relevant laws and regulations
- Pension plans and pension types
- Financial aspects of investments:
- Investment policy and asset management
- ESG
- Financial aspects of actuarial and reporting:
- Actuarial aspects and financing
- Reporting
- Balance management
- Reinsurance

C. Sound and ethical operations management

- Administrative organization and internal controls
- Outsourcing of activities to the extent relevant for MPF Data Policy and Information Technology

A distinction is made between knowledge levels A and B. Level A is the minimum level for each individual PB member. This includes knowledge, insight and judgement in the field of the concepts and systems of the pension fundamentals. Knowledge level B is that of the experienced PB member.

Every PB member must meet the following principles for professional behaviour:

- Has sufficient time available;
- Participates in PB meetings and meetings of the Competency Teams;
- Regularly attends training, both internal and external;
- Integrity; is a reliable, honest and respectful person;
- Has sufficient knowledge of the pension fundamentals;
- Acts in accordance with the compliance regulations and the code of conduct applicable to PB members.
- Has good communication skills, a good knowledge of English both spoken and in writing.

General responsibilities

The following contributions are expected of a PB member:

1. Participates in PB meetings and meetings of the relevant committees. This requires preparing for the meetings by going through pre-read material, to increase the effectiveness of meetings and be able to take good decisions.
2. Attends training, both internally and externally, to stay abreast of developments and ensure that:
 - a. The PB member is aware of actual pension law rules and has a good understanding of the fiduciary responsibilities of the PB.
 - b. There is sufficient knowledge available within the PB to take well-considered decisions in situations that are often complicated.
 - c. The PB as a whole has enough knowledge and competence.
3. Managing a specific area of the governance of MPF, which could be outsourcing, investments, actuarial, communication, administration, legal or IT.
4. Participates in sessions concerning risk analysis and strategies, crisis plan, self-assessment and succession planning.

PB members are interested in the role and are highly committed. They will have commitment from their Line Manager that they have 20% of their time is available for this role (in average 1 day per week).

For more specific information with respect to the requirements of professionalism you can download the *“Handreiking geschikt pensioenfondsenbestuur”* from the website of the Pensioenfederatie: www.pensioenfederatie.nl.

Also look at the website of the Dutch Central Bank (www.DNB.nl) especially under the heading *“Open Boek Toezicht - pensioenfondsen”*. Here you will find more information about the *“Bestuurderstoetsing”*: Please use the [CV format](#) from this website for the application and also have a look at the form for the [reliability study](#) DNB requires. Also much of Dutch Pension Law and rules can be found via www.DNB.nl and www.AFM.nl.

Additional requirements for the existing vacancy

To cover all areas together with the other Pension Board members, a candidate with additional competencies and requirements is sought:

- Member of the Pension Communication Committee

To assure continuity within the Pension Board a preferred candidate will have more than average knowledge and interest in the area of:

- Communication
- Relevant laws and regulations, including WTP (new pension deal)
- Pension plans and pension types
- Outsourcing of activities to the extent relevant for MPF

Assessment by DNB

The PB announces the proposed appointment of a PB member with DNB. DNB assesses the proposed candidate for suitability for the position based on knowledge, competencies and professional conduct. DNB will test the candidate based on this profile and takes into account the composition of the entire PB.

Diversity within MPF

The PB values diversity highly in location and Pension plan. If possible, diversity of age and gender are also taken into account, whereby overall suitability prevails.