

# Policy Terms and Definitions

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## POLICY TERMS

The following terms apply to all OMERS policies and guidelines:

1. **Access to Policies** - OMERS policies and guidelines are available to employees and Directors through the SharePoint site or Compliance & Ethics. Certain policies are also posted externally on [www.omers.com](http://www.omers.com).
2. **Compliance with Policies** - Employees are accountable for understanding and complying with the policies and procedures that apply to them, including any amendments, as a condition of their ongoing employment.
3. **Review and Updating** - Policies and guidelines must be reviewed on a periodic basis and amended to reflect any external or internal changes that impact how these documents are applied.
4. **Mandatory, Recommended and Discretionary Language**

Where a policy uses the word “must” or “will” or “shall”, the course of action is mandatory. A different course of action may only be authorized if the applicable Policy permits exceptions.

Where the word “should” is used, the course of action is recommended.

The word “may” is an enabling term and the course of action is discretionary unless it is used together with “not”, in which case the phrase “may not” refers to a mandatory prohibition.

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## POLICY DEFINITIONS

To provide clarity, the following definitions/abbreviations must be used in all OMERS policies and guidelines:

AAC	Audit & Actuarial Committee
AC	OMERS Administration Corporation, a legal entity
AC Board	the Board of Directors of AC
Administered Funds	assets managed by OMERS on behalf of Ryerson, Transit Windsor and Hydro Guarantee Fund
ASIC	the Australian Securities Investments Commission
Board Chair	the Chair of the AC Board
Business Unit	each of Capital Markets, Infrastructure, Private Equity (including Growth Equity and OMERS Ventures), Oxford and Pension Services
Capital Markets	OMERS Capital Markets, a division of AC
CEO	the President and Chief Executive Officer of AC
CFO	the Chief Financial Officer of AC
Chief Legal & Corporate Affairs Officer	the Chief Legal & Corporate Affairs Officer of AC
Chief Pension Officer	the Chief Pension Officer of AC
CHRO	The Chief Human Resources Officer of AC
CIO	the Chief Investment Officer of AC
Consultant	An individual or firm providing consulting services to OMERS
Contractor	An individual paid through invoice and hired for a specific period of time, to complete a project or fulfill a temporary requirement under the supervision of an employee of OMERS
COO	the Chief Operating Officer of AC
CRA	the Canada Revenue Agency
CRO	the Chief Risk Officer of AC
CSA	the Canadian Securities Administrators
CSSF	the Commission de Surveillance du Secteur Financier of Luxembourg
Custodian	the custodian of the Funds, currently State Street Bank and Trust Company
Director	a member of the AC Board
Employees	all employees (full-time, part-time and contract paid through payroll) of OMERS
FCA	the UK Financial Conduct Authority

FSRA	the Financial Services Regulatory Authority of Ontario
Funds	collectively, the Primary Plan Fund, RCA Fund, Supplemental Plan Fund and Administered Funds
GRC	Governance & Risk Committee
Growth Equity	OMERS Growth Equity Management Inc., and OMERS Growth Equity LP
GSIA	Global Strategic Investment Alliance
HR	Human Resources
HRC	Human Resources Committee
IC	Investment Committee
Infrastructure	OMERS Infrastructure Management Inc. and its associated management entities
Infrastructure Australia	OMERS Infrastructure Australia Pty Limited, a legal entity
Infrastructure Europe or OIE	OMERS Infrastructure Europe Limited, a legal entity
Infrastructure Netherlands	OMERS Infrastructure European Holdings BV, a legal entity
Infrastructure US or OIUS	OMERS Infrastructure US Limited, a legal entity
IOA	Investment Operations & Applications
IT	Information Technology
ITA	the <i>Income Tax Act (Canada)</i> and applicable regulations, as amended from time to time, section references are of the ITA or the ITA Regulations
MAS	the Monetary Authority of Singapore
Members	Members of the OMERS Pension Plans
OC	the Oversight Committee of AC
OFT	OMERS Finance Trust, a legal entity
OIM	OMERS Investment Management Inc., a legal entity
OIP	OMERS Infrastructure Partners
OMERS	the people and entities involved in administering the pension and investment operations of OMERS, including the AC, the Business Units, OMERS Asia, OIM and OFT. Portfolio companies are not part of OMERS or subject to its policies.
OMERS Act	the <i>Ontario Municipal Employees Retirement System Act, 2006</i> , as amended from time to time
OMERS Asia	OMERS Asia Pte. Ltd, a legal entity
OMERS Pension Plans or the Plans	collectively, the Primary Plan, the RCA and the Supplemental Plan

Oxford	OPGI Management Limited Partnership and its associated management entities, also known as Oxford Properties Group
OPM or Oxford Europe	Oxford Properties Management (UK) Limited, a legal entity
Oxport	the Oxford employee intranet
PBA	the <i>Pension Benefits Act (Ontario)</i> and applicable regulations, as amended from time to time, section references are of the PBA or PBA Regulations
President and Chief Operating Officer	The President and Chief Operating Officer, Asia-Pacific Region
Primary Plan	the OMERS Primary Pension Plan
Primary Plan Fund	the assets of the pension fund for the Primary Plan
Private Equity	OMERS Private Equity Inc. and its associated management entities
Private Equity Europe or OPEE	OMERS Private Equity Europe Limited, a legal entity
RCA	the Retirement Compensation Arrangement for the OMERS Primary Pension Plan
RCA Fund	the assets of the fund for the payment of RCA benefits
SC	OMERS Sponsors Corporation, a legal entity
SC Board	the Board of Directors of SC
SC Members	members of the SC Board
SEC	the US Securities and Exchange Commission
SET or Senior Executive Team	the President and CEO, CFO, CHRO, COO, CRO, CIO, Chief Pension Officer, President and Chief Operating Officer, Asia-Pacific Region
SIA	Statement of Investment Authorities
SIC	the Sustainable Investment Committee of AC
SIP&P	Statement of Investment Policies and Procedures
Supplemental Plan	OMERS Supplemental Pension Plan for Police, Firefighters and Paramedics
Supplemental Plan Fund	the assets of the pension fund for the Supplemental Plan
The Pulse	the AC employee intranet
TAC	the Transaction Activity Committee of AC
Ventures	OMERS Ventures Management Inc., a legal entity
Ventures Europe	OMERS VENTURES EUROPE GP S.À R.L., a legal entity