

METROPOLITAN LIFE RETIREMENT ANNUITY FUND

FSCA registration number 12/8/17781

Postal address: PO Box 7400
Centurion 0046

Physical address: Metropolitan, Parc Du Cap
1 Mispel Road
Bellville, 7530

Telephone: +27 (0)21 940 5911

Principal Officer: Freek Kruger
Email: fruger50@gmail.com

Information Officer: Jeanine Norden
Email: dataprivacy@mmltd.co.za

INFORMATION MANUAL

Prepared in terms of Section 51 of the Promotion of Access to Information Act for assistance in requesting information from:

Metropolitan Life Retirement Annuity Fund

List of subjects and categories of records to which you could have access to:

1. Names of Trustees
2. Name of Chairperson
3. Fund Rules
4. Administration Agreement

These records include, but are not limited to, the records that pertain to the Fund's own affairs.

Procedure to request information:

1. Complete PAIA Form 2. You can download it [here](#).
2. Send the completed form to the address below and mark it for the attention of the Information Officer:

Ms Jeanine Norden
PO Box 7400
Centurion 0046
Or email to: dataprivacy@mmltd.co.za

3. The Information Officer will process your request and notify you of any applicable fees (if applicable), as well as the procedures that must be followed to finalise the request.

Note: Access to certain information may be denied on the grounds set out in the Promotion of Access to Information Act.