

Road Map for Article 3 Pension Funds Transferring Assets to the Illinois Police Officers' Pension Investment Fund



Article 3 fund initiates asset transfer process

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fund

Adopt the [Resolution Appointing Authorized Agents \(Exhibit A\)](#).

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Email an executed copy of the resolution and the Secretary's Certificate, to the IPOPIF at info@ipopif.org.

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Authorized agents send a form of notice ([Exhibit B](#)) to all custodians and other entities with fiduciary control of any portion of the fund's assets.

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Ensure custodian and investment service providers respond to requests from IPOPIF custodian, State Street, for asset holding files and adhere to asset transfer instructions.



IPOPIF must be in receipt of [Exhibit A](#) and have recent investment holding information for asset transfer to occur.



IPOPIF sends Delivery Letter, Certified Investment Asset List (CIAL) and Letter of Direction (LOD) to fund.

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Authorized signer is required to sign the LOD and deliver to the fund's custodian(s).

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Upon receipt of the CIAL, fund may not purchase or sell any assets included on the list.

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Take all reasonable steps to assist IPOPIF in converting non-transferable assets to transferrable assets.



The IPOPIF shall promptly and prudently transfer all such pension fund assets on the transfer date.



On transfer date, statutory and fiduciary responsibility fund assets on the CIAL shift to IPOPIF.



IPOPIF delivers a receipt confirming the transfer of assets to the Article 3 fund.

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Prepare for [cash management](#) needs by submitting an [Account Access](#) form to cashinstructions@ipopif.org



Article 3 fund successfully transferred assets and onboarded to IPOPIF

Please refer to the IPOPIF website for additional information including Frequently Asked Questions and a library of communications related to the asset transition. Specific questions can be directed to info@ipopif.org or 331-472-1080.