

HOW TO ACCESS THE HR CONNEX PENSION SITE

An email from HR Connex was sent in the last 24 hours entitled:
Your Document is Available in Secure Mail Box

Please see the following instructions to assist you in reading this document.

1. Access HR Connex via the link in the email or at [Pionairs.ca](https://pionairs.ca) (click on “Aeronet”)
2. You will see the screen below. Click on “HR Connex Pension”

hr connex Home | Français
Contact Us

Retirement | HR COE Tickets | Policies & Forms

Welcome Larry

Important Information
For employee travel and ETS PIN reset, please go to travel.aircanada.com.
IT Help Desk - **1 866 274-5444**
Employee Care Team/Travel Care Team (Toll free N.A.) - **1 833 847-EMPL(3675)**.
Employee Care Team (International) - **1 514 369-4096**
Claimsecure - **1 888 982-7878**
Sunlife - **1 800 361-6212**

Corporate News

- The Daily
- Horizons
- Employee Milestones
- 2021 Pension Update
- Air Canada Announces Agreement by Unions and Pionairs to Repurpose the 2009 Pension Share Trust
- November 12, 2021 Press Release
- FAQ (updated April 26, 2022)

Personal Information

- My Summary
- Home Address
- Phone Numbers
- Emergency Contacts
- Email Address
- Update contact information

Pay & Pension

- Pay Statements
- Update your TD1 Tax Form
- Paperless Pay Statement Option
- View / Print Year-End Tax Slips
- Flight Summary for Pilots and Flight Attendants
- Mainline Pilot Pay - EmpCenter
- Direct Deposit
- **HR Connex Pension**
- Letter of Retirement
- Letter of Salary
- Air Canada Foundation Payroll Deduction
- Pension Audit Overview

Click here: →

3. A new screen will appear. In the upper right corner, Click on the Bell that shows red dot.

AIR CANADA Savings & Retirement Life Changes

Click here: →

4. On the new screen, click on “Secure Mailbox”

Notifications

Alerts Secure Mailbox (2) Click on Secure Mailbox

You don't have any alerts.

5. On the next screen, click on “2022 Electronic pay statement consent”

Notifications

Alerts **Secure Mailbox (2)**

Filter By: All Messages ▾ Sort By: Newest First ▾

	Subject	Received
<input type="checkbox"/>	2022 Electronic pay statement consent ← Click on 2022 Electronic pay statement consent	Oct 20, 2022
<input type="checkbox"/>	2022 Pionairs - Membership Recruitment Campaign	Oct 20, 2022

6. On the next screen, click to open the pdf attachment: “2022 Electronic pay statement consent.”

Notifications

Alerts **Secure Mailbox (2)** [Back to Secure Mailbox](#)

2022 Electronic pay statement consent

From HR Connex Pension

Received Oct 20, 2022

Attachment 2022 Electronic pay statement consent ← Click to open.

7. The 2-page Consent form will open. Print the form and complete the required information. You can then scan or take a picture of your completed form and email it to people.employees@aircanada.ca

OR

Fax your form to 1-833-389-5489

OR

Mail your form to the address shown.