Cross Council Transfer form (JSS8)

JSS

To be used for transfers between Research Council Pension Scheme employers only

Please complete this form in **CAPITAL LETTERS** and return it to JSS Pensions, Polaris House, North Star Avenue, Swindon SN2 1UY

Member details

Surname		Date of birth	Employee Number
		/ /	

Forename(s)		National Insurance number

Transfer details

From: (Previous Council and location)	
Last Day of Service:	
Salary: (FTE)	
Nuvos Earnings (if applicable) 1st April to last day of service	

Was the transferee a member of the Research Councils' Pension scheme?   (Please specify)

☐ Classic   ☐ Classic Plus   ☐ Premium   ☐ Nuvos   ☐ Partnership

☐ No - Opted Out. Please give effective date of opt out: (dd/mm/yy) [/   /]

To: (New Council and location)	**Employee Number**
Start Date:	
Salary: (FTE) **Pensionable Allowances:** (FTE)	
Full/Part Time (if part time please specify hours per week)	
Work email address:	

*In order to ensure compliance with automatic enrolment legislation, workers must be enrolled into a qualifying pension scheme upon joining a new employer. As such, when a member of staff transfers between employers and **is not in a pension scheme,** the new employer must ensure that the worker is in a qualifying pension scheme from the first day of employment. **Transfer action must be completed and deductions taken within the same pay period as the date of joining.***

Scheme the employee has been auto enrolled into: (Please specify)

☐ Classic   ☐ Classic Plus   ☐ Premium   ☐ Nuvos

If previously Opted Out, has employee completed a new Opt Out form?   ☐ Y   ☐ N

Authorised signature	Date
	/ /
Print Name:	