

MYCSP EMPLOYER ENQUIRY FORM

This form is only for the use of employers offering the Civil Service Pension scheme.

Employers should email (preferably), or ring their Pension Service Centre Helpline with pension queries, except reserved decisions – see EPN 306.

<ul style="list-style-type: none">Have you checked the Employers' Pension Guide and Employer Pension Notices on the Employers' section of our website to see if your query is covered? See www.civilservice.gov.uk/pensions under 'Guidance for Employers'	
Your Details	
Name	
Organisation	
Position / role / title	
Email address	
Telephone Number	
Date	
Your query: subject..... Please help us to help you promptly by selecting the subject of your query from the attached list.	
MyCSP reply	
Further information required (if applicable)	
<ul style="list-style-type: none">We will reply within 10 working days at the latest. If your query has to be referred to the Scheme Management Executive in Cabinet Office, or for legal advice, and may take longer, we will tell you.	

Please email your completed form to your PSC helpline inbox. You can look up your PSC details on the website under 'Helplines'.

Subject list for Employer enquiry forms.

Abatement
Added yrs/Pension
ASLCs/Finance
Choices/Eligibility/New Entrants
Early Retirement/Actuarially Reduced Retirement
Buy Out
Compensation – Old/New
High Earners
Maternity Pay/Leave
Partial Retirement
Pensions on Divorce Sharing and Earmarking
Pensionable Pay/Allowances
Reckonable Service
Recovery of Debt
Re-employment/Re-joiners
Earnings Cap
Salary Sacrifice
Transfers in/Out/Bulk Transfers/TUPE Transfers
Rules (Schemes)
Partnership/Additional Voluntary Contributions/Stakeholder
Ill Health
Injury Benefit
Death
Reserved Rights
Payroll/Interface
Other