**EPN545 DC Transition Project update 4**

**Text for employers to use to issue to members of the DC Schemes (AVC & Partnership)**

<Enter appropriate salutation>>

Our records show that you are a member of one of the Defined Contribution (DC) pension schemes - either the Additional Voluntary Contribution (AVC) scheme or the Partnership Pension Account.

Civil Service Pensions has appointed Legal & General as the new provider of the DC pension schemes from September 2018. The DC Pension Scheme Manager will be writing to you in late July to tell you what this means for your existing pension plan. We would encourage you to read this letter so that you understand the changes that are being made.

If you have not received the letter by 14 August then please email [DC.Provider@cabinetoffice.gov.uk](mailto:DC.Provider@cabinetoffice.gov.uk). The project team will be able to investigate and provide a duplicate letter.

Best Wishes