**New Fair Deal Employers – EPN 551 Annex E**

First generation New Fair Deal staff transfers and data cleanse

In the majority of cases, historical information is not transferred to a third party contractor. Where a contracting authority (CA) is involved in the transfer of staff to a New Fair Deal employer, the CA must ensure that the pension records of the staff in scope for the transfer have been data cleansed, in accordance with EPN551 before the transfer effective date.

Once the member’s record has been cleansed, it is the responsibility of the current employer to maintain and update the member’s record while the member is in their employment.

There are some instances where a former Civil Service employer changes their status to become a New Fair Deal employer.  Where the employer has retained employee pension information relating to a previous period with the employer, they are responsible for maintaining and updating the member records while the member is in their employment - including the period before the employer changed their status.

In order to perform the data cleanse on the members in scope for transfer, the contracting authority must ask the Scheme Administrator (MyCSP) for a report that shows member record errors and warnings and submit the corrections before the effective date of the transfer.