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Certificate of Re-employment

Completing your annual Certificate of Re-employment is an essential part of returning to work after taking your pension. The FAQs below should help answer your questions.

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Why have I been asked to complete a Certificate of Re-employment?

Probably because we've received information that you may be re-employed after your retirement, and we need to assess the impact on your pension. The form provides all the information required to determine if your pension is affected by your re-employment. Failure to complete the form could result in an overpayment of your pension that you'll be required to repay.

Irrespective of the number of days you've worked, if we request one, you must submit a fully completed **Certificate of Re-Employment (PDF, 437 KB)** to ensure that your pension has not been overpaid. You can also complete the form online, via My Pension Online.

When should I send my Certificate of Re-Employment?

If you are re-employed following retirement and we request a Certificate of Re-employment, please take steps to complete the form and then continue to do so each time it's requested. If we ask you to complete a certificate of re-employment and you don't it may result in your pension being overpaid, if abatement applies, which you will be required to repay.

How often do I need to complete a Certificate of Re-employment?

You need to complete a Certificate of Re-employment each time one is requested (this is typically each tax year).

I have already completed the Certificate of Re-employment form; do I need to complete another?

If requested by us, you'll need to send us a Certificate of Re-employment for every tax year you're working following your retirement. You must tell us if the hours you work or the salary you're

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receiving changes in any way.

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