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## Hello

Welcome to May's e-bulletin with all the latest news and updates useful for anyone who administers the Teachers' Pension Scheme.



## Annual Return update

Employers who are not using Monthly Data Collection (MDC) have been notified that the Annual Return is available to download from the Employer Portal for completion.

Employers need to provide data to administrators by the deadline date of 6 July each year. All employees must be included on the Annual Return.

We've updated our [Annual Return Guidelines](#) to support you when compiling your Return.

More information can be found [here](#).



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## Deadline approaching for unaudited End of Year Certificate (EOYC)

The EOYC template is now available to download from [our website](#). It's been revised by having

two breakdown tables at the foot of the form to take account of the change in the Employer Contribution Rate at 1 September 2015. All employers are required to submit their unaudited certificate by 31 May 2016.

For help completing you EYOC check our [guidance](#) online.

[Find out more >](#)

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## Monthly Data Collection (MDC) update

MDC is now available for all employers and we're providing you a monthly update:-

- Over 507 employers representing 58,000 members on-boarded during April, with another 18,000 members joining in May. Why not on-board now for June, July or the following months?
- We've set up a dedicated team to support you with the on-boarding process, get in touch by calling 0345 3003756 or emailing [mdc@teacherspensions.co.uk](mailto:mdc@teacherspensions.co.uk)
- Understand the benefits of joining MDC including no longer providing an Annual Service Return
- Make sure if you're using MDC, you still provide the monthly contributions breakdown slip.

[Find out more >](#)

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## Retirement application errors

When completing the employer part of the application form, errors often appear relating to part-time salary. Please note that for part-time employees, we need the actual salary earned between the start and end dates entered.

To see a copy of the form [click here](#).

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## Auto enrolment & Re-enrolment

We've been working on improving the information we provide for you on Auto Enrolment and Re-enrolment. We've updated our website and created three member 'journeys'.

We're also currently reviewing the processes for providing information to us and we're intending to provide an enrolment template.

[Find out more >](#)

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## New resources

We've created new resources to assist you in explaining the Scheme to your employees. For new starters and for members who are approaching retirement, we've created email templates and content for your intranet.

[Find out more >](#)

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## Benefit Statements

As you're aware Benefit Statements are now available online. We've been communicating with members which will continue until the end of May.

We've had over 140,000 online views of the statements and we've seen an increase in the number of registrations to MPO with over 21,000 this month. Please let employees know about the changes and encourage them to register for MPO.

To help encourage members to sign up to My Pension Online, we've created a series of resources including a poster, factsheet and email template.



[Find out more >](#)

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## Employer Review

We've held four Focus Group sessions this month with representatives from all employer stakeholders. At the sessions they've been discussing and reviewing:-

- Proposed new model and the differences to the current structure
- First stage proposals for the End of Year Certificate as part of the model
- Transition to the new model

- Delivering the new model through Monthly Data Collection (MDC)
- Engagement with members and the challenges of data

We'll be circulating a copy of the proposed model which will provide you with the opportunity to provide feedback in the near future.

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## Top queries from Employer Support

The top FAQ's we've received through our Employer Support Team recently fall under the following areas:

- Service queries
- Employer Portal questions
- Certificate of Re-employment enquiries
- Opting In/Out
- Retirement

We'll be looking at these questions to improve information on our website so that answers to common queries are easier to find.

[Find out more >](#)

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