

NHS Superannuation Scheme (Scotland)

To All NHS Employers

7 Tweedside Park
Tweedbank
Galashiels
TD1 3TE

www.sppa.gov.uk
Tel: 01896 893100
Fax: 01896 893214

Your ref:
Our ref: NHS 16/2006

November 2006

Dear Sir/Madam

NATIONAL HEALTH SERVICE SUPERANNUATION SCHEME (SCOTLAND)

The purpose of this circular is to update you on the arrangements for the issue to you of the Annual Pension Benefit Statements for your distribution to scheme members.

We plan to produce the statements in late November 2006 and forward them to you for distribution in January 2007 to the scheme member at his/her work address. You will appreciate that the printing/distribution/issue process unavoidably takes a few weeks during which time the main risk is that a benefit statement could be issued to a member after their bereavement, which may be distressing for the member's next of kin. Whilst we take every precaution possible to ensure this does not happen, we would be very grateful if your staff could also be vigilant and in these circumstances return any benefit statements to us.

We hope to resolve most of the enquiries arising from the receipt of these statements ourselves but some will require my staff to liaise with yours, particularly where conflicting information has been received from an employer. Please therefore, circulate this letter to those people whom you think might be involved (e.g. payroll staff).

I trust this advance notice will enable you to make any necessary preparations to handle the statements when they reach you.

Yours faithfully



Ian M Clapperton
Director of Operations

