

**NATIONAL HEALTH SERVICE SUPERANNUATION SCHEME (Scotland)****10/2011**

**WHO SHOULD READ:** All Payroll, IT and GP Practice Managers and those who generate data for SPPA

**ACTION:** To read, circulate and action as appropriate

**SUBJECT:** Reporting of strike days

**The purpose of this circular is to:**

- remind employers to deduct strike days from pensionable service reported for year ending 31 March 2012

The recent industrial action on 30 November 2011 will result in a reduction of the pensionable service which should be reported for the period ending 31 March 2012. This will only affect those employees who are members of the pension scheme and had "Unauthorised Leave" on that day.

The reduced service should be reflected in either the total days reported for full time employees or hours worked for part-time employees. These could either be on a NSR2 Leaver, NSR4 Group Code Change or the NSR3 Annual Return.

Any further strike days within the reporting year should also be deducted and the balance of service reported accordingly.

NB: Health Boards have agreed a reporting process with SPPA and they should continue their normal payroll procedures.

**Ian Clapperton**  
**Director of Operations**  
**December 2011**

**Contact Information:**

Should you have any enquiries about this circular or require assistance in completing the data requirements, please contact SPPA's Records Maintenance Team at [RMTSPPA@scotland.gsi.gov.uk](mailto:RMTSPPA@scotland.gsi.gov.uk) or alternatively, the Data Manager can be contacted at [Brian.Casson@scotland.gsi.gov.uk](mailto:Brian.Casson@scotland.gsi.gov.uk) or Telephone 01896 893239

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