

**TEACHERS' PENSION SCHEMES  
CIRCULAR 2017/07**

**WHO SHOULD READ:** Directors of Education and Finance  
HR Managers and Payroll Managers  
Teachers' Unions and representatives

**ACTION:** Read and circulate to all interested parties

**SUBJECT:** Annual Benefit Statements 2017

The purpose of this circular is to update employers on plans for publishing 2017 Annual Benefit Statements for active scheme members via MyPension - Online Member Services

This circular provides an update on our plans to provide 2017 Annual Benefit Statements for members of the Teachers' Pension Scheme Scotland from 31 August 2017.

**Statements available online**

We can now confirm that the majority of 2017 Annual Benefit statements for active members will be published on the web based member portal '[MyPension – Online member services](#)' from 31 August 2017.

However, some have not yet been issued due to a combination of technical issues and complexity. Every effort is being made to resolve these outstanding problems and provide those affected with their 2017 Annual Benefit Statements as soon as possible.

In any case, if active scheme members have not received their Annual Benefit Statement by 31 October 2017, please ask them to contact us.

**Accessing statements through the member portal**

If Teacher scheme members have already registered to use the member portal, they simply need to login to view their 2017 Annual Benefit Statement. Otherwise, they should follow the quick registration process to get access to '[MyPension-online member services](#)'. They can do this by visiting the SPPA website [www.sppa.gov.uk](http://www.sppa.gov.uk) and click on the MyPension logo where they will find instructions on how to register for the first time.

SPPA has also set up a telephone helpline for members at the number below.

Please arrange to bring the contents of this circular to your members attention. We have included approved text at **Annex A** which highlights key information about the Annual Benefit Statement 2017 exercise to cascade to your members.

**Penelope Cooper**  
**SPPA Chief Executive**  
**29 August 2017**

**Contact information**

Please contact [sppacommunications@gov.scot](mailto:sppacommunications@gov.scot) if you have any enquiries about this circular.

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## Annex A

*This page contains approved Annual Benefit Statement 2017 text for you to use with your own digital distribution channels.*

Dear colleague

The Scottish Public Pensions Agency (SPPA) have advised that they will issue 2017 Annual Benefit Statements for all active members of the Teachers' Pension Schemes (Scotland) from 31 August 2017.

To qualify for an Annual Benefit Statement, you must have been an active Scheme member on 31 March 2017.

Your 2017 Annual Benefit Statement details:

- Accrued pension benefits
- Current level of death benefits
- Lifetime Allowance (LTA) information

To find out more, please visit the [Annual Benefit Statement section](#) of the SPPA Website, where you can:

- View detailed guidance on your statement
- Access information on how to register and/or login to [My Pension Online Services](#)

If you have any queries regarding your statement, or if you do not receive a statement by 31 October 2017, you should contact the SPPA using the online 'contact us' facility.

Please bear in mind that SPPA will be dealing with an increased volume of enquiries following issue of the 2017 Annual Benefit Statements. As a result it may take up to 6-8 weeks for you to receive a response.

