

Department of Health and Social Security  
Health Services Superannuation Branch  
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EL(88)P/219  
FPCL 176/88  
SD LETTER (88)26

*file*

M.R.H.A.	MIN.
RCVD	28 DEC 1988
FOR ACT	Monday - Thursday 8.45am-5.00pm Friday 8.45am-4.30pm
COPIES SENT TO:-	

Treasurers RHAs, BGs, SHAs  
Treasurers & Superannuation Officers of HAS  
Secretaries of DEB, PHLSB, PPA & WHCSA  
Administrators & Superannuation Officers of FPCs  
Other Authorities employing persons subject to the  
National Health Service (Superannuation)  
Regulations

Your reference

Our reference

SD203/66/2

Date

19<sup>th</sup> December 1988

Dear Sirs

### NATIONAL HEALTH SERVICE SUPERANNUATION SCHEME

This letter gives details of a new scheme leaflet (SD1) which should be given to all new staff.

#### NEW SCHEME LEAFLET (SD1)

##### 1.1 BACKGROUND

In SD Letter (87)26 the Branch announced its intention to introduce a new leaflet for issue to all new members of staff. The aim of the leaflet, which is in a new, more vibrant style, is to inform new staff of the facts and benefits of belonging to the scheme so that they are fully aware of the implications when making their choice of pension arrangements.

##### 1.2 ACTION TO BE TAKEN BY EMPLOYING AUTHORITIES

Employing authorities are asked to ensure that ALL new employees eligible to join the scheme receive a copy as part of the appointment process.

By issuing the leaflet at an early stage the Branch hopes employees will think seriously about pension arrangements, and appreciate the good value of the scheme.

##### 1.3 DISTRIBUTION ARRANGEMENTS

The leaflet will be available by the end of December 1988 and arrangements will be made for a small initial supply to be sent to all employing authorities. A special distribution will be made under separate cover to personnel departments.

Further supplies may be ordered, as required from Clitheroe in the usual way, and authorities are asked to liaise with personnel management and ensure that their future requirements are also ordered as necessary either separately or as part of a joint order.

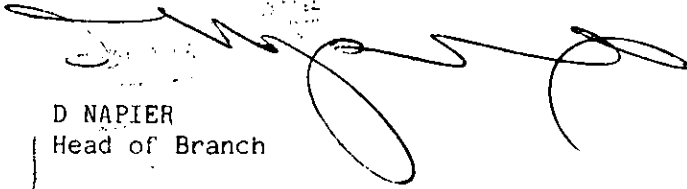
##### 1.4 LIAISON WITH REGIONAL PERSONNEL MANAGERS

As the new leaflet is aimed at new employees the Branch has requested Health Authority Personnel Division Hannibal House to contact Regional Personnel Managers direct about its introduction.

It is hoped this additional step will ensure personnel staff are made fully aware of the new leaflet, and provide maximum publicity for its issue to new staff as part of the appointment process.

Enquiries about the new leaflet should be made to Mrs Roskell extension 4473.

Yours faithfully

A handwritten signature in black ink, appearing to be 'D Napier', written over a faint, illegible stamp or watermark.

D NAPIER  
Head of Branch