

MODEL FORMS

These are the forms referred to in the administrative procedures set out in the previous section.

The forms will need to be adapted according to the requirements of the fire and rescue authority but should be adequate as prompts to the information which must be supplied and collected. However, it will be for each authority to ensure their actions comply with the appropriate pensions and divorce/dissolution legislation.

The areas on the forms marked “[insert]” indicate places where the fire and rescue authority should enter text or figures before issue. Other instructions for completion are given in italics where the intent may not be clear from the context. Some of the check boxes, too, may need completion by the fire and rescue authority before issue.

The layout of the forms and typeface are constrained by the layout of the Commentary. A larger typeface would, in some cases, be more user-friendly.

In some forms, e.g. FORM FIRE DIV 3, the text is formatted in such a way that it can be fairly easily converted, via the “Forms” toolbar in Microsoft Word, into an “on-screen” form for completion by the pensions administrator. Simply replace “[insert]” and check boxes with appropriate text form fields and check box form fields.

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

LIST OF MODEL FORMS

FORM FIRE DIV 1	Written consent for – - a valuation of pension rights in the FPS 1992 or NFPS 2006 - the provision of information in accordance with the Pensions on Divorce, etc (Provision of Information) Regulations 2000 <i>To be completed by Scheme member</i>
FORM FIRE DIV 2	Written consent for the provision of information about the FPS 1992 or NFPS 2006 in connection with divorce or dissolution of civil partnership <i>To be completed by spouse of Scheme member</i>
FORM FIRE DIV 3 (active member)	Details of pension interests as an active member of the FPS 1992 as administered by the Fire and Rescue Authority Valuation of pension rights for purposes of Section 2.16 of Form E: Financial Statement (12.00)
FORM FIRE DIV 3 (pensioner member)	Details of pension interests as a pensioner member of the FPS 1992 as administered by the Fire and Rescue Authority Valuation of pension rights for purposes of Section 2.16 of Form E: Financial Statement (12.00)
FORM FIRE DIV 3 (deferred member)	Details of pension interests as a deferred member of the Firefighters' Pension Scheme as administered by the Fire and Rescue Authority Valuation of pension rights for purposes of Section 2.16 Form E: Financial Statement (12.00)
FORM FIRE DIV 3 (12.05) (active, deferred, pensioner member)	FPS 1992 and NFPS 2006. Valuation of pension rights for purposes of Section 2.13 of Form E: Financial Statement (12.05)
FORM FIRE DIV 4	FPS 1992 and NFPS 2006. Information required under Regulation 2(3) of the Pensions on Divorce etc. (Provision of Information) Regulations 2000
FORM FIRE DIV 5	FPS 1992 and NFPS 2006. Information required under Regulation 4(2) of the Pensions on Divorce etc. (Provision of Information) Regulations 2000
FORM FIRE DIV 6	FPS 1992 and NFPS 2006. Information to be supplied to the Fire and Rescue Authority, where a pension sharing order or pension attachment ("earmarking") order is made.
FORM FIRE DIV 7A	FPS 1992. Pension sharing on divorce or dissolution of civil partnership: Appeal procedures
FORM FIRE DIV 7B	NFPS 2006. Pension sharing on divorce or dissolution of civil partnership: Appeal procedures

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

LIST OF MODEL FORMS (continued)

FORM FIRE DIV 8A	FPS 1992. Pension credit member: Notice of commutation
FORM FIRE DIV 8B	NFPS 2006. Pension credit member: Notice of commutation
FORM FIRE DIV 9 (active member)	FPS 1992. Information required under Section D of Form P "Pension Inquiry Form"
FORM FIRE DIV 9 (pensioner member)	FPS 1992. Information required under Section D of Form P "Pension Inquiry Form"
FORM FIRE DIV 9 (deferred member)	FPS 1992. Information required under Section D of Form P "Pension Inquiry Form"
FORM FIRE DIV 10 (active member)	NFPS 2006. Information required under Section D of Form P "Pension Inquiry Form"
FORM FIRE DIV 10 (pensioner member)	NFPS 2006. Information required under Section D of Form P "Pension Inquiry Form"
FORM FIRE DIV 10 (deferred member)	NFPS 2006. Information required under Section D of Form P "Pension Inquiry Form"
FORM FIRE DIV 100	Schedule of Charges for work undertaken in connection with matrimonial proceedings

Suggested method of completion of Form P "Pension Inquiry Form"

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 1 – page 1

[insert] **FIRE AND RESCUE AUTHORITY**
FIREFIGHTERS' PENSION SCHEME 1992
NEW FIREFIGHTERS' PENSION SCHEME 2006

Written consent for –

- a valuation of pension rights in the Firefighter's Pension Scheme (FPS) or New Firefighters' Pension Scheme (NFPS)
- the provision of information in accordance with the Pensions on Divorce, etc (Provision of Information Regulations) 2000

Please complete the details requested in block capitals, sign, date and return as directed overleaf

Your full name	
Your date of birth	
Your National Insurance number	
Your employee number and role if a serving firefighter	
Do you currently contribute to the FPS or NFPS? and/or Do you have a deferred pension under the FPS or NFPS? and/or Are you in receipt of a pension from the FPS or NFPS?	<input type="checkbox"/> YES: FPS <input type="checkbox"/> YES: NFPS <input type="checkbox"/> NEITHER <input type="checkbox"/> YES: FPS <input type="checkbox"/> YES: NFPS <input type="checkbox"/> NEITHER <input type="checkbox"/> YES: FPS <input type="checkbox"/> YES: NFPS <input type="checkbox"/> NEITHER
The address to which you wish correspondence to be sent (for example your home address).	
The name and address of the solicitor acting for you (if applicable)	
Do you authorise the Fire and Rescue Authority to provide such information as may be required in connection with the proceedings to the solicitor named above?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NOT APPLICABLE

ANNEXE 14
Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 1 – page 2

<p>Do you wish to receive copies of correspondence sent to your solicitor?</p> <p>(If you do not have a solicitor acting for you the information will be sent to you at the address you give for correspondence.)</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input type="checkbox"/> NOT APPLICABLE</p>
<p>Have divorce, dissolution, annulment or judicial separation proceedings formally commenced?</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, please indicate whether those proceedings have commenced under legislation appropriate to:</p> <p><input type="checkbox"/> England and Wales</p> <p><input type="checkbox"/> Scotland</p> <p><input type="checkbox"/> Northern Ireland</p> <p><input type="checkbox"/> Other (<i>give details</i>)</p>

Signed

Date

When you have completed and signed the form, please return to –

[insert]

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 2 – page 1

[insert] **FIRE AND RESCUE AUTHORITY**
THE FIREFIGHTERS' PENSION SCHEME 1992
THE NEW FIREFIGHTERS' PENSION SCHEME 2006

Written consent for the provision of information about the Firefighters' Pension Scheme (FPS) or New Firefighters' Pension Scheme (NFPS) in connection with divorce or dissolution of civil partnership

Please complete the details requested in block capitals, sign, date and return as directed overleaf

Your full name	
Your date of birth	
The address to which you wish correspondence to be sent (for example your home address).	
Full name of your spouse/civil partner	
Your spouse/civil partner's date of birth	
Your spouse/civil partner's N.I. number (if known)	
Does your spouse/civil partner currently contribute to the FPS or NFPS? and/or Does your spouse/civil partner have a deferred pension under the FPS or NFPS? and/or Is your spouse/civil partner in receipt of a pension from the FPS or NFPS?	<input type="checkbox"/> YES: FPS <input type="checkbox"/> YES: NFPS <input type="checkbox"/> NEITHER <input type="checkbox"/> YES: FPS <input type="checkbox"/> YES: NFPS <input type="checkbox"/> NEITHER <input type="checkbox"/> YES: FPS <input type="checkbox"/> YES: NFPS <input type="checkbox"/> NEITHER
The name and address of the solicitor acting for you (if applicable)	

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 2 – page 2

<p>Do you authorise the Fire and Rescue Authority to provide such information as may be required in connection with divorce/dissolution proceedings to the solicitor named above?</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input type="checkbox"/> NOT APPLICABLE</p>
<p>Do you wish to receive copies of correspondence sent to your solicitor?</p> <p>(If you do not have a solicitor acting for you the information will be sent to you at the address you give for correspondence.)</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input type="checkbox"/> NOT APPLICABLE</p>
<p>Have divorce, dissolution, annulment or judicial separation proceedings formally commenced?</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, please indicate whether those proceedings have commenced under legislation appropriate to:</p> <p><input type="checkbox"/> England and Wales</p> <p><input type="checkbox"/> Scotland</p> <p><input type="checkbox"/> Northern Ireland</p> <p><input type="checkbox"/> Other (<i>give details</i>)</p>

Signed Date

When you have completed and signed the form, please return to –

[insert]

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 3 (ACTIVE MEMBER) – page 1

[insert] FIRE AND RESCUE AUTHORITY

THE FIREFIGHTERS' PENSION SCHEME 1992
THE PENSIONS ON DIVORCE ETC. (PROVISION OF INFORMATION) REGULATIONS 2000

Details of pension interests as an active member of the Firefighters' Pension Scheme 1992 as administered by [insert] Fire and Rescue Authority

Valuation of pension rights for purposes of Section 2.16 of Form E: Financial Statement (12.00)

Name: [insert]

Boxes marked are relevant to the Scheme member

Form E question	Response
Name and address of scheme plan or policy	The Firefighters' Pension Scheme 1992 as set out in the Firemen's Pension Scheme Order 1992 (S.I.1992/129 as amended) and administered by [insert] Fire and Rescue Authority. Contact: [insert]
National Insurance number	[insert firefighter's NI number]
Number of scheme plan or policy	[insert firefighter's identifier number within pension system, if any]
Type of scheme, plan or policy	Public service, contracted-out, final salary, occupational pension scheme
Cash Equivalent Transfer Value ("CETV")	£[insert] Cash Equivalent Transfer Value as calculated at (date) [insert] This is assessed in accordance with guidelines and factors provided by the Government Actuary's Department. See FORM FIRE DIV 4 for a statement summarising the way in which the valuation is calculated.

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation

Model forms

FORM FIRE DIV 3 (ACTIVE MEMBER) – page 2

Form E question	Response
The lump sum payable on death in service before retirement	<p>Twice the firefighter's pensionable pay at date of death. Value at date of assessment of CETV: £ <i>[insert]</i></p> <p>Note that a firefighter's death grant is payable to a "surviving spouse who qualifies". A surviving spouse who qualifies for the death grant is a legal spouse not living apart from the deceased at date of death. In the absence of such a person, the fire and rescue authority must pay the death grant to the personal representatives of the deceased. The firefighter cannot nominate any alternative recipient of the death grant nor do the fire and rescue authority have any discretionary power under the Firemen's Pension Scheme Order 1992 to make the payment to any other person(s) than as required under the terms of the Pension Scheme Order.</p> <p>If the actuarial value of spouse's/ dependants' benefits is less than the total of pension contributions paid by the firefighter at the date of death, the balance of aggregate contributions as determined by the Government Actuary would be paid to the firefighter's estate.</p>
The lump sum payable on death in deferment before retirement	<p><input type="checkbox"/> None, unless the actuarial value of spouse's/dependants' benefits is less than the total of pension contributions paid by the Scheme member. In which case, the balance of aggregate contributions as determined by the Government Actuary would be paid to the member's estate.</p> <p><input type="checkbox"/> Not applicable. The firefighter would be entitled to immediate payment of benefits, not deferred benefits, upon leaving.</p>
The lump sum payable on death after retirement	<p>None – unless, at the time of death, the total of benefits paid to the Scheme member and the actuarial value of spouse's/dependants benefits is less than the total of pension contributions paid by the member. In which case, the balance of aggregate contributions as determined by the Government Actuary would be paid to the member's estate.</p>
Earliest date when benefit can be paid	<p>From <i>[insert]</i></p> <p>This would be the day following the date at which the firefighter –</p> <p><input type="checkbox"/> is age 50 or over with at least 25 years' service and chooses to retire</p> <p><input type="checkbox"/> reaches normal pension age (55)</p> <p>At this time, the firefighter would receive –</p> <p><input type="checkbox"/> a full pension based on 30 years' service</p> <p><input type="checkbox"/> less than a full pension, based on <i>[insert]</i> years' service only</p>
The estimated lump sum and monthly pension payable on retirement, assuming maximum lump sum	<p>Assuming the firefighter would remain in service to the date at which maximum benefits could be paid, or to normal pension age, whichever is the earliest:</p> <p>Monthly pension: £ <i>[insert]</i> Lump sum: £ <i>[insert]</i></p>

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation

Model forms

FORM FIRE DIV 3 (ACTIVE MEMBER) – page 3

Form E question	Response
The estimated monthly pension without taking any lump sum	<p>Assuming the firefighter would remain in service to the date at which maximum benefits could be paid, or to normal pension age, whichever is the earliest:</p> <p>Monthly pension: £ <i>[insert]</i></p>
Spouse's benefit on death in service	<p>The amount of a spouse's pension depends upon the circumstances of the firefighter's death, length of service and level of pensionable pay.</p> <p>Consequently it is not possible to give a figure of a death in service spouse's pension until the date and circumstances of death are known.</p> <p>As guidance, the minimum level would normally be half of the ill-health pension to which the firefighter would have been entitled at the date of death.</p> <p>For the first 13 weeks following death, the total of spouse's and dependants' benefits would be topped up to the level of the firefighter's pay at the date of death.</p> <p>To qualify for a full spouse's pension, the spouse must not be living separately from the firefighter at the date of death.</p>
Spouse's benefit on death in deferment.	<p><input type="checkbox"/> This depends on many variables. It is normally half of the deferred pension. The value of the deferred pension upon which the CETV is based is £ <i>[insert]</i>. If the spouse's pension were based on this, it would be £ <i>[insert]</i>.</p> <p>To qualify for a full spouse's pension, the spouse must not be living separately from the firefighter at the date of death and must be married to the deceased before last ceasing to be a regular firefighter.</p> <p><input type="checkbox"/> Deferred benefits are not applicable. The firefighter would be entitled to immediate payment of benefits if service were to terminate.</p>
Spouse's benefit on death in retirement.	<p>This will normally be half of the firefighter's retirement pension.</p> <p>For the first 13 weeks following death, the total of spouse's and dependants' benefits would be topped up to the level of the firefighter's pension at the date of death.</p> <p>To qualify for a full spouse's pension, the spouse must not be living separately from the firefighter at the date of death and must be married to the deceased before last ceasing to be a regular firefighter.</p>

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation

Model forms

FORM FIRE DIV 3 (ACTIVE MEMBER) – page 4

Form E question	Response
Dependant's benefit on death in service	<p>There is no provision for a "partner" in the Firefighters' Pension Scheme 1992 other than a legal spouse or civil partner of the firefighter.</p> <p>There is provision for children's benefits subject to age, relationship, degree of dependency, state of health, etc.</p> <p>The amounts vary as for spouse's benefits, i.e. they depend upon the circumstances of the firefighter's death, length of pensionable service, and the level of pensionable pay. The number of eligible children and whether or not the child has a surviving parent would also affect the level of pension. The benefit could take the form of a pension and/or a lump sum.</p> <p>Consequently it is not possible to give a figure for a death in service children's pension until the date and circumstances of death are known and the number and eligibility of children have been established as at that date.</p> <p>There are also limited discretionary powers for a fire and rescue authority to award benefits to a dependant relative.</p>
Dependant's benefit on death in deferment	<p><input type="checkbox"/> There is no provision for a "partner" in the Firefighters' Pension Scheme 1992 other than a legal spouse or civil partner of the firefighter.</p> <p>There is provision for children's benefits subject to age, relationship, degree of dependency, state of health, etc.</p> <p>Consequently it is not possible to give a figure of a child's pension based on a firefighter's deferred pension until the number and eligibility of children have been established as at the date of death.</p> <p><input type="checkbox"/> Deferred benefits are not applicable. The firefighter would be entitled to immediate payment of benefits if service were to terminate.</p>
Dependant's benefit on death in retirement	<p>There is no provision for a "partner" in the Firefighters' Pension Scheme 1992 other than a legal spouse or civil partner of the firefighter.</p> <p>There is provision for children's benefits subject to age, relationship, degree of dependency, state of health, etc.</p> <p>The amounts vary as for spouse's benefits, i.e. they depend upon the circumstances of the firefighter's death, the length of pensionable service, the level of pensionable pay, etc. The number of eligible children and whether or not the child has a surviving parent would also affect the amount payable. The benefits could take the form of a pension and/or lump sum.</p> <p>Consequently it is not possible to give a figure for a post-retirement child's pension until the date and circumstances of death are known and the number and eligibility of children have been established as at that date.</p>

ANNEXE 14
Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 3 (ACTIVE MEMBER) – page 5

Form E question	Response
Additional information	<p><input type="checkbox"/> No other pension rights for this person are held by the fire and rescue authority</p> <p><input type="checkbox"/> A transfer of pension rights from – <i>[insert]</i> is currently pending</p> <p><input type="checkbox"/> The pension rights on which the CETV has been calculated include pension rights transferred into the Firefighters’ Pension Scheme 1992 from – <i>[insert]</i></p> <p><input type="checkbox"/> The Scheme member cannot reckon 2 or more years’ pensionable service in the Firefighters’ Pension Scheme 1992, and so entitlement to benefits and/or shareable rights does not yet exist.</p> <ul style="list-style-type: none"> • The information above has been based on the following – Average pensionable pay of £ <i>[insert]</i> in respect of year ending <i>[insert]</i> Service details: <i>[insert]</i> • The Firefighters’ Pension Scheme 1992 is contracted out of the State Second Pension (S2P) and previously the State Earnings Related Pension Scheme (SERPS). Details of S2P/SERPS entitlement, if any, can be obtained from the Department for Work and Pensions. • The Firefighters’ Pension Scheme 1992 is amended from time to time. The above details are based on the provisions of the Scheme as at the date the information is provided.

Signed: Date:

Designation: *[insert]* for Fire and Rescue Authority

FORM FIRE DIV 3 (active member) [5/2006]

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 3 (PENSIONER MEMBER) – page 1

[insert] FIRE AND RESCUE AUTHORITY

THE FIREFIGHTERS' PENSION SCHEME 1992
THE PENSIONS ON DIVORCE ETC. (PROVISION OF INFORMATION) REGULATIONS 2000

Details of pension interests as a pensioner member of the Firefighters' Pension Scheme 1992 as administered by [insert] Fire and Rescue Authority

Valuation of pension rights for purposes of Section 2.16 of Form E: Financial Statement (12.00)

Name: [insert]

Boxes marked are relevant to the Scheme member

Form E question	Response
Name and address of scheme, plan or policy	The Firefighters' Pension Scheme 1992 as set out in the Firemen's Pension Scheme Order 1992 (S.I.1992/129 as amended) and administered by [insert] Fire and Rescue Authority. Contact: [insert]
National Insurance number	[insert firefighter's NI number]
Number of scheme, plan or policy	[insert firefighter's identifier number within pension system, if any]
Type of scheme, plan or policy	Public service, contracted-out, final salary, occupational pension scheme
Cash Equivalent Transfer Value ("CETV")	£[insert] Cash Equivalent Transfer Value as calculated at (date) [insert] Although Form E requests CETV details, the figure given here would more accurately be described as a Cash Equivalent Value ("CEV"). Because the pension is already in payment, a transfer of pension rights would not be permitted under CETV rules. The calculation of the CEV is in accordance with guidelines and factors provided by the Government Actuary's Department. See FORM FIRE DIV 4 for a statement summarising the way in which the valuation is calculated.
The lump sum payable on death in service before retirement	Not applicable.
The lump sum payable on death in deferment before retirement	Not applicable.

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation

Model forms

FORM FIRE DIV 3 (PENSIONER MEMBER) – page 2

Form E question	Response
The lump sum payable on death after retirement	None – unless, at the time of death, the total of benefits paid to the Scheme member and the actuarial value of spouse's/dependants benefits is less than the total of pension contributions paid by the member. In which case, the balance of aggregate contributions as determined by the Government Actuary would be paid to the member's estate.
Earliest date when benefit can be paid	Pension is already in payment
The estimated lump sum and monthly pension payable on retirement, assuming maximum lump sum	Value of pension in payment at <i>(date)</i> [<i>insert</i>] Monthly pension: £ [<i>insert</i>] (where relevant this includes increases under Pensions Increase Acts and Orders to date) <input type="checkbox"/> An injury award is payable but not taken into account, it being considered to be a non-shareable benefit.
The estimated monthly pension without taking any lump sum	Not applicable.
Spouse's benefit on death in service	Not applicable.
Spouse's benefit on death in deferment	Not applicable.
Spouse's benefit on death in retirement	£ [<i>insert</i>] (current value). For the first 13 weeks following death, the total of spouse's and any dependants' benefits would be topped up to the level of the former firefighter's pension at the date of death. To qualify for a full spouse's pension, the spouse must not be living separately from the former firefighter at the date of death and must be married to the deceased before last ceasing to be a regular firefighter.
Dependant's benefit on death in service	Not applicable.
Dependant's benefit on death in deferment	Not applicable.

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 3 (PENSIONER MEMBER) – page 3

Dependant's benefit on death in retirement	<p>There is no provision for a "partner" in the Firefighters' Pension Scheme other than a legal spouse or civil partner of the former firefighter.</p> <p>There is provision for children's benefits subject to age, relationship, degree of dependency, state of health, etc.</p> <p>The amounts vary. The amount due will depend upon the number of eligible children and any income of the child if in remunerated training. Whether or not the child has a surviving parent will also affect the level of pension.</p> <p>Consequently it is not possible to give a figure for a child's pension until the number and eligibility of children have been established as at the date of death.</p>
Additional information	<p><input type="checkbox"/> No other pension rights for this person are held by the fire and rescue authority</p> <p><input type="checkbox"/> The pension rights on which the CETV has been calculated include pension rights transferred into the Firefighters' Pension Scheme 1992 from –</p> <p style="padding-left: 20px;"><i>[insert]</i></p> <ul style="list-style-type: none"> • The Firefighters' Pension Scheme is contracted out of the State Second Pension (S2P) and previously the State Earnings Related Pension Scheme (SERPS). <p style="padding-left: 20px;">Details of S2P/SERPS entitlement, if any, can be obtained from the Department for Work and Pensions.</p> <ul style="list-style-type: none"> • The Firefighters' Pension Scheme is amended from time to time. The above details are based on the provisions of the Scheme as at the date the information is provided.

Signed:

Date:

Designation: *[insert]* for Fire and Rescue Authority

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 3 (DEFERRED MEMBER) – page 1

[insert] FIRE AUTHORITY

THE FIREFIGHTERS' PENSION SCHEME 1992
THE PENSIONS ON DIVORCE ETC. (PROVISION OF INFORMATION) REGULATIONS 2000

Details of pension interests as a pensioner member of the Firefighters' Pension Scheme 1992 as administered by [insert] Fire and Rescue Authority

Valuation of pension rights for purposes of Part 2.16 of Form E: Financial Statement (12.00)

Name: [insert]

Boxes marked are relevant to the Scheme member

Form E question	Response
Name and address of scheme, plan or policy	The Firefighters' Pension Scheme 1992 as set out in the Firemen's Pension Scheme Order 1992 (S.I.1992/129 as amended) and administered by [insert] Fire and Rescue Authority. Contact: [insert]
National Insurance number	[insert firefighter's NI number]
Number of scheme, plan or policy	[insert firefighter's identifier number within pension system, if any]
Type of scheme, plan or policy	Public service, contracted-out, final salary, occupational pension scheme
Cash Equivalent Transfer Value ("CETV")	£[insert] Cash Equivalent Transfer Value as calculated at (date) [insert] This is based on the deferred pension entitlement of the Scheme member and assessed in accordance with guidelines and factors provided by the Government Actuary's Department. See FORM FIRE DIV 4 for a statement summarising the way in which the valuation is calculated.
The lump sum payable on death in service before retirement	Not applicable.
The lump sum payable on death in deferment before retirement	None – unless the actuarial value of spouse's/dependants' benefits is less than the total of pension contributions paid by the Scheme member. In which case, the balance of aggregate contributions as determined by the Government Actuary would be paid to the member's estate.

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation

Model forms

FORM FIRE DIV 3 (DEFERRED MEMBER) – page 2

Form E question	Response
The lump sum payable on death after retirement	None – unless, at the time of death, the total of benefits paid to the Scheme member and the actuarial value of spouse's/dependants benefits is less than the total of pension contributions paid by the member. In which case, the balance of aggregate contributions as determined by the Government Actuary would be paid to the member's estate.
Earliest date when benefit can be paid	From <i>[insert]</i> (age 60). The deferred benefits may be paid earlier if the Scheme member is certified as being permanently incapable of carrying out the duties of a firefighter (even though possibly not a firefighter at the time of certification).
The estimated lump sum and monthly pension payable on retirement, assuming maximum lump sum	Based on the value of the deferred benefits as increased in accordance with Pensions Increase Acts and Orders at <i>[insert]</i> (date) Monthly pension: £ <i>[insert]</i> Lump sum: £ <i>[insert]</i>
The estimated monthly pension without taking any lump sum	Based on the value of the deferred benefits as increased in accordance with Pensions Increase Acts and Orders at <i>[insert]</i> (date) Monthly pension: £ <i>[insert]</i>
Spouse's benefit on death in service	<input type="checkbox"/> Not applicable – the member is not a serving firefighter. <input type="checkbox"/> £ <i>[insert]</i> (current value). To qualify for a full spouse's pension, the spouse must not be living separately from the former firefighter at the date of death and must be married to the deceased before last ceasing to be a regular firefighter.
Spouse's benefit on death in deferment	<input type="checkbox"/> £ <i>[insert]</i> (current value). To qualify for a full spouse's pension, the spouse must not be living separately from the former firefighter at the date of death and must be married to the deceased before last ceasing to be a regular firefighter.
Spouse's benefit on death in retirement	£ <i>[insert]</i> (current value). For the first 13 weeks following death, the total of spouse's and dependants' benefits would be topped up to the level of the former firefighter's pension at the date of death. To qualify for a full spouse's pension, the spouse must not be living separately from the former firefighter at the date of death and must be married to the deceased before last ceasing to be a regular firefighter.

ANNEXE 14

**Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms**

FORM FIRE DIV 3 (DEFERRED MEMBER) – page 3

Form E question	Response
Dependant's benefit on death in service	<p><input type="checkbox"/> Not applicable. The member is not a serving firefighter</p> <p><input type="checkbox"/> There is no provision for a "partner" in the Firefighters' Pension Scheme 1992 other than a legal spouse or civil partner of the firefighter.</p> <p>There is provision for children's benefits subject to age, relationship, degree of dependency, state of health, etc. The amounts vary. The amount due will depend upon the number of eligible children and whether or not the child has a surviving parent.</p> <p>Consequently it is not possible to give a figure for a death in service children's pension until the number, eligibility and the circumstances of the children have been established as at that date.</p>
Dependant's benefit on death in deferment	<p>There is no provision for a "partner" in the Firefighters' Pension Scheme 1992 other than a legal spouse or civil partner of the firefighter.</p> <p>There is provision for children's benefits subject to age, relationship, degree of dependency, state of health, etc. The amounts vary. The amount due will depend upon the number of eligible children and whether or not the child has a surviving parent.</p> <p>Consequently it is not possible to give a figure for a child's pension until the number and eligibility of children have been established as at the date of death.</p>
Dependant's benefit on death in retirement	<p>There is no provision for a "partner" in the Firefighters' Pension Scheme 1992 other than a legal spouse or civil partner of the firefighter.</p> <p>There is provision for children's benefits subject to age, relationship, degree of dependency, state of health, etc.</p> <p>The amounts vary. The amount due will depend upon the number of eligible children and whether or not the child has a surviving parent.</p> <p>Consequently it is not possible to give a figure for a child's pension until the number and eligibility of children have been established as at the date of death.</p>

ANNEXE 14
Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 3 (DEFERRED MEMBER) – page 4

Form E question	Response
Additional information	<p><input type="checkbox"/> No other pension rights for this person are held by the fire and rescue authority.</p> <p><input type="checkbox"/> The pension rights on which the CETV has been calculated include pension rights transferred into the Firefighters' Pension Scheme 1992 from –</p> <p style="padding-left: 20px;">[insert]</p> <ul style="list-style-type: none"> • The information above has been based on the following – <p style="padding-left: 20px;">Average pensionable pay of £ [insert] in respect of year ending [insert]</p> <p style="padding-left: 20px;">Service details:</p> <p style="padding-left: 20px;">[insert]</p> <ul style="list-style-type: none"> • The Firefighters' Pension Scheme is contracted out of the State Second Pension (S2P) and previously the State Earnings Related Pension Scheme (SERPS). <p style="padding-left: 20px;">Details of S2P/SERPS entitlement, if any, can be obtained from the Department for Work and Pensions.</p> <ul style="list-style-type: none"> • The Firefighters' Pension Scheme 1992 is amended from time to time. The above details are based on the provisions of the Scheme as at the date the information is provided.

Signed: Date:

Designation: [insert] for Fire and Rescue Authority

FORM FIRE DIV 3 (deferred member) [5/2006]

ANNEXE 14

**Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms**

FORM FIRE DIV 3 (12.05) (ACTIVE, DEFERRED, PENSIONER MEMBER) – page 1

[insert] FIRE AND RESCUE AUTHORITY

**THE FIREFIGHTERS' PENSION SCHEME 1992
THE NEW FIREFIGHTERS' PENSION SCHEME 2006
THE PENSIONS ON DIVORCE ETC. (PROVISION OF INFORMATION) REGULATIONS 2000**

Valuation of pension rights for purposes of Section 2.13 of Form E: Financial Statement (12.05)

Name: [insert]

Boxes marked are relevant to the Scheme member

Form E question	Response
Name and address of pension arrangement	<input type="checkbox"/> The Firefighters' Pension Scheme 1992 as set out in the Firemen's Pension Scheme Order 1992 (S.I.1992/129 as amended) <input type="checkbox"/> The New Firefighters' Pension Scheme 2006 (Order pending) Administered by [insert] Fire and Rescue Authority.
National Insurance number	[insert firefighter's NI number]
Number of pension arrangement or reference number	[insert firefighter's identifier number within pension system]
Type of scheme, e.g. occupational or personal, final salary, money purchase, additional state pension or other (if other, please give details)	Public service, contracted-out, final salary, occupational pension scheme
Date the CETV was calculated	[give CETV calculation date]
Is the pension in payment or drawdown or deferment? (Please answer Yes or No)	<input type="checkbox"/> No, the pension is not in payment or drawdown or deferment <input type="checkbox"/> Yes, the pension is in deferment <input type="checkbox"/> Yes, the pension is in payment
State the cash equivalent transfer value (CETV)	£[insert Cash Equivalent Transfer Value as calculated at date given above]

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 3 (12.05) (ACTIVE, DEFERRED, PENSIONER MEMBER) – page 2

Form E question	Response
<p>If the arrangement is an occupational pension arrangement that is paying reduced CETVs, quote what the CETV would have been if not reduced. If this is not possible, indicate if the CETV quoted is a reduced CETV.</p>	<p>The CETV quoted is not a reduced CETV. The Firefighters' Pension Schemes are not paying reduced CETVs.</p>
<p>Additional information</p>	<p><input type="checkbox"/> Although Form E requests CETV details, the figure given here would be more accurately described as a Cash Equivalent Value. Because the pension is already in payment, a transfer of pension rights would not be permitted under CETV rules.</p> <p><input type="checkbox"/> No other pension rights for this person are held by the fire and rescue authority.</p> <p><input type="checkbox"/> The pension rights on which the CETV has been calculated include pension rights transferred into the Scheme from –</p> <p style="padding-left: 40px;"><i>[insert]</i></p> <ul style="list-style-type: none"> • The information above has been based on the following – <p style="padding-left: 40px;">Average pensionable pay of £ <i>[insert]</i> in respect of year ending <i>[insert]</i></p> <p style="padding-left: 40px;">Service details:</p> <p style="padding-left: 40px;"><i>[insert]</i></p> <ul style="list-style-type: none"> • The Firefighters' Pension Schemes are contracted out of the State Second Pension (S2P) and the Firefighters' Pension Scheme 1992 was contracted out of the State Earnings Related Pension Scheme (SERPS). <p style="padding-left: 40px;">Details of S2P/SERPS entitlement, if any, can be obtained from the Department for Work and Pensions.</p> <ul style="list-style-type: none"> • The Firefighters' Pension Schemes are amended from time to time. The above details are based on the provisions of the Schemes as at the date the information is provided.

Signed: Date:

Designation: *[insert]* for Fire and Rescue Authority

[insert] **FIRE AND RESCUE AUTHORITY**
THE FIREFIGHTERS' PENSION SCHEME 1992
THE NEW FIREFIGHTERS' PENSION SCHEME 2006

Information required under Regulation 2(3) of the Pensions on Divorce etc (Provision of Information) Regulations 2000
--

1. A valuation of pension rights has been provided to the Scheme member or will be provided at his/her request. A valuation is calculated as a Cash Equivalent Transfer Value ("CETV") in accordance with the rules of the Firefighters' Pension Scheme 1992 or the New Firefighters' Pension Scheme 2006 (according to the Scheme of which the person is a member), the Pension Sharing (Valuation) Regulations 2000 and using guidelines and factors provided by the Government Actuary's Department.

A CETV is a means of valuing the benefits that have accrued in the Pension Scheme at a given time. It takes into account such factors as age, mortality rates (life expectancy), current market conditions and inflation. It should be remembered, however, that these are assumptions.

2. In the case of an active member not yet eligible to retire, the benefits valued are the deferred benefits which the member would be entitled to receive (usually from age 60 in the case of the Firefighters' Pension Scheme 1992 or age 65 in the case of the New Firefighters' Pension Scheme 2006) if leaving the fire and rescue service at the date of the valuation. It should be noted, however, that the member may receive different benefits in practice. For example, a member of the Firefighters' Pension Scheme 1992 who remains in service would often be able to retire at age 50 to 55 and his/her retirement benefits would be based on "fast accrual" principles, i.e. service accrued after the first 20 years counts double.
3. In the case of an active member eligible to retire at the date of assessment, the benefits valued are the age retirement benefits which the member would be entitled to receive if retiring at the date of the valuation. Once again, the member may receive different benefits in practice: for example, he or she may continue in service, and may not start receiving pension until several years in the future.
4. In the case of a person who has left the fire and rescue service or who has opted out of the Scheme, the benefits used will be the deferred benefits to which that person is actually entitled and the actuarial factors assume payment at age 60 (the Firefighters' Pension Scheme 1992) or age 65 (the New Firefighters' Pension Scheme 2006).
5. In the case of a person already receiving a retirement pension under the Scheme, it is that pension which forms the basis of the CETV calculation and the actuarial factors reflect the terms under which it is paid. More correctly it should be described as a Cash Equivalent Value. Because the pension is in payment, a transfer of pension rights is not permitted under CETV rules.

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 4 – page 2

6. If the Scheme member is receiving –
- a spouse's or civil partner's pension,
 - an injury pension, or
 - a bare Equivalent Pension Benefit
- they are considered to be non-shareable rights and would not be included in the valuation.
7. If the Court issues a pension sharing order, or a sharing provision is made, the former spouse or civil partner will be entitled to retain the pension credit in the member's Scheme and will become a pension credit member in that Scheme. There is no option to transfer the cash equivalent of the pension credit to another qualifying pension arrangement.
8. A pension credit member has entitlement to an annual pension. Provided the Scheme member has not already commuted part of his/her pension to provide a lump sum at the date the pension sharing order takes effect, the pension credit member would have the option of commutation to provide a lump sum as part of the benefits package assessed in accordance with the rules set by HM Revenue and Customs and the Pension Scheme and using factors provided by the Government Actuary's Department

The pension will be increased each year in line with the Retail Prices Index as set out in Pensions Increase Acts and Orders.

The pension (and lump sum if appropriate) will normally be paid to a pension credit member in the Firefighters' Pension Scheme 1992 on reaching age 60. If the person is a pension credit member in the New Firefighters' Pension Scheme, these benefits would be put into payment at age 65. If the pension credit member has already reached these payment ages the benefits would be put into payment immediately.

If the pension credit is very small (as defined by HM Revenue and Customs) it can be commuted into a lump sum payment in accordance with Revenue rules.

If a pension credit member dies before the benefits have become payable, a lump sum death grant equal to two and a quarter times the value of the pension at the date of death would be paid to the pension credit member's personal representatives as named in Grant of Probate or Letters of Administration (or to a nominated recipient at the discretion of the fire and rescue authority in the case of a pension credit member in the New Firefighters' Pension Scheme 2006).

Pension credit benefits cannot be combined with any other benefits payable under the Firemen's Pension Schemes.

There are no spouse's or civil partner's benefits attached to the pension rights of a pension credit member.

There are no children's benefits attached to the pension rights of a pension credit member – these remain attached, in full, to the Scheme member's pension rights.

9. A Schedule of Charges is enclosed with these Notes.

FORM FIRE DIV 4 [5/2006]

[insert] FIRE AND RESCUE AUTHORITY
THE FIREFIGHTERS' PENSION SCHEME 1992
THE NEW FIREFIGHTERS' PENSION SCHEME 2006

Information required under Regulation 4(2) of the Pensions on Divorce etc. (Provision of Information) Regulations 2000

Boxes marked are relevant to the Scheme member

1. Any order or provision should be sent to [insert] Fire and Rescue Authority, as the Pension Scheme managers, at the following address –

[insert]
2. The Firefighter's Pension Scheme 1992 and the New Firefighters' Pension Scheme 2006 are occupational pension schemes. They are not winding-up.
3. The Cash Equivalent Transfer Value as calculated will not be reduced in accordance with the provisions of regulation 8(4), (4A), (6) or (12) of the Occupational Pension Schemes (Transfer Values) Regulations 1996.
4. As far as the Fire and Rescue Authority are aware, the member's rights under the Scheme
 - are not subject to any of the items listed on page 3 of these Notes
 - are subject to the following items listed on page 3 of these Notes[insert]
5. The member's rights under the Scheme include the following non-shareable rights –
 - a bare Equivalent Pension Benefit (EPB)
 - a widow(er)'s or civil partner's pension
 - an injury pension

Details if applicable

[insert]

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 5 – page 2

6. A Schedule of Charges (Form FIRE DIV 100) is enclosed with these Notes.

7. The Scheme member is not a trustee of the Pension Scheme (the Firefighters' Pension Scheme does not have trustees).

8. Information about the Scheme member's state of health will not be requested if a pension sharing order or provision were to be made.

9. The basic information which the Fire and Rescue Authority will require before they can implement the order or provision is given in Form FIRE DIV 6.

10. The following additional information is required –

[insert]

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 5 – page 3

ITEMS TO BE DECLARED UNDER NOTE 4 IF APPLICABLE TO SCHEME MEMBER

- (a) A pension sharing order
- (b) A pension attachment order made under section 23 of the Matrimonial Causes Act 1973 (England and Wales), section 12A(2) or (3) of the Family Law (Scotland) Act 1985 or under Article 25 of the Matrimonial Causes (Northern Ireland) Order 1978
- (c) A pension attachment order made under Part 1 of Schedule 5 to the Civil Partnership Act 2004 (England and Wales), section 12A(2) or (3) of the Family Law (Scotland) Act 1985 or under Part I of Schedule 15 to the Civil Partnership Act 2004 (Northern Ireland).
- (d) A forfeiture order.
- (e) A bankruptcy order.
- (f) An award of sequestration on a member's estate or the making of an appointment on his estate of a judicial factor under section 41 of the Solicitors (Scotland) Act 1980.

FORM FIRE DIV 5 [5/2006]

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 6 – page 1

[insert] FIRE AND RESCUE AUTHORITY
THE FIREFIGHTERS' PENSION SCHEME 1992
THE NEW FIREFIGHTERS' PENSION SCHEME 2006

<p>Information to be supplied to the [insert] Fire and Rescue Authority where a pension sharing or pension attachment ("earmarking") order is made</p>

If a pension sharing order or pension attachment ("earmarking") order is made, the following information as appropriate to divorce, dissolution of civil partnership, annulment, or judicial separation and adjusted as necessary in accordance with the legislative requirements of England and Wales, or Northern Ireland, or Scotland will be required by the Fire and Rescue Authority for implementation of the order.

1. The following documents –
 - a copy of the decree absolute or finalised dissolution or nullity order
 - a copy of the pension sharing order or pension attachment ("earmarking") order and the annex to the order (Form P1 or Form P2) relating to the Firefighters' Pension Schemes as administered by the Fire and Rescue Authority
 - in the case of divorce, dissolution, or nullity proceedings lodged in Scotland where there is a qualifying agreement, details of the apportionment of any charges the authority wishes to levy and confirmation that the scheme member has notified the authority of his/her intention to share pension benefits and that the authority has acknowledged receipt of that notification.

2. In the case of a pension sharing order, in relation to the Scheme member:
 - all the names by which he/she has been known
 - his/her date of birth
 - his/her address
 - his/her National Insurance number
 - the name of the pension arrangement to which the pension sharing order or provision relates
 - his/her membership number in that arrangement (if appropriate).

4. In the case of a pension sharing order, in relation to the Scheme member's former spouse or civil partner:
 - all the names by which he/she has been known
 - his/her date of birth
 - his/her address
 - his/her National Insurance number
 - if he/she is a member of one of the Firefighters' Pension Schemes in his/her own right, confirmation of this together with a membership number if appropriate

FORM FIRE DIV 6 [5/2006]

Annexe 14B-27

[insert] FIRE AND RESCUE AUTHORITY

THE FIREFIGHTER'S PENSION SCHEME 1992
PENSIONS ACT 1995, SECTION 50

Pension Sharing on Divorce or Dissolution of Civil Partnership: Appeal Procedures
--

INTRODUCTION

These notes have been issued to help you understand the procedures for settling any disagreement or complaint you may have about decisions which have been made by the Fire and Rescue Authority in respect of your pension rights under the Firemen's Pension Scheme Order 1992 and a pension sharing order or provision issued by a court following proceedings for divorce, dissolution of a civil partnership, or annulment.

DECISIONS

At the point the Fire and Rescue Authority implement a pension sharing order or provision, they have to make decisions under the Pension Scheme rules that affect you whether you are the Pension Scheme member whose pension rights have been "shared" or the former spouse or civil partner of a Scheme member with entitlement to a pension credit after pension sharing has been implemented.

WHAT TO DO WHEN YOU ARE NOTIFIED OF A DECISION

When you are notified of a decision this should be checked, as far as possible, to see if it is based on correct details and that you agree with it. Please remember, however, that the Fire and Rescue Authority does not have any choice about whether or not to implement an order issued by a court nor any discretion as to the apportionment of benefits or costs where instructed by the order. If you have a grievance about the content of the order you should discuss this with your legal adviser and possibly lodge an appeal in respect of the order. These notes cover circumstances where you are unhappy with an action or decision made by the Fire and Rescue Authority in respect of compliance with the order.

WHAT TO DO IF YOU ARE UNHAPPY WITH A DECISION

It is normally a good idea to make an informal enquiry in the first place. Most problems are resolved in this way. They are often caused by misunderstandings or wrong information which can be explained or corrected quickly and easily. Contact the person who wrote to you setting out the decision, at the telephone number or address given in the letter heading.

If, having done so you remain unhappy with the decision (or lack of one) then, under the Fire and Rescue Authority's Internal Dispute Resolution Proceedings, you have a right to have the decision looked at formally.

You can also use Rule H3 of the Firemen's Pension Scheme Order 1992 to take your appeal to Crown Court.

The Pensions Advisory Service is available to assist you at any stage in the process, in connection with any difficulty with the Scheme which remains unresolved.

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 7A – page 2

ARE THERE ANY TIME LIMITS?

Yes. If you want to use Internal Dispute Resolution Procedures you must make your Stage One application within 6 months after you were notified of the decision you wish to complain about. The 6 months time limit can be extended for a reasonable period where there are special circumstances. If you wish to appeal under Rule H3 of the Firemen's Pension Scheme Order 1992, you should lodge your appeal within 21 days of having received the Fire and Rescue Authority's "reconsideration".

ADDRESSES

For more information about your pension rights or a decision, or if you would like a copy of the Internal Dispute Resolution Procedure notes and application forms, contact –

[insert]

The Pensions Advisory Service can be contacted at –

THE PENSIONS ADVISORY SERVICE, 11 BELGRAVE ROAD, LONDON, SW1V 1RB
Telephone: 0845 6012923

The Pensions Ombudsman can be contacted at –

THE PENSIONS OMBUDSMAN, 11 BELGRAVE ROAD, LONDON SW1V 1RB
Telephone: 020 7834 9144

FORM FIRE DIV 7A [5/2006]

[insert] FIRE AND RESCUE AUTHORITY

THE NEW FIREFIGHTER'S PENSION SCHEME 2006
PENSIONS ACT 1995, SECTION 50

Pension Sharing on Divorce or Dissolution of Civil Partnership: Appeal Procedures
--

INTRODUCTION

These notes have been issued to help you understand the procedures for settling any disagreement or complaint you may have about decisions which have been made by the Fire and Rescue Authority in respect of your pension rights under the New Firefighters' Pension Scheme 2006 and a pension sharing order or provision issued by a court following proceedings for divorce, dissolution of civil partnership, or annulment.

DECISIONS

At the point the Fire and Rescue Authority implement a pension sharing order or provision, they have to make decisions under the Pension Scheme rules that affect you whether you are the Pension Scheme member whose pension rights have been “shared” or the former spouse or civil partner of a Scheme member with entitlement to a pension credit after pension sharing has been implemented.

WHAT TO DO WHEN YOU ARE NOTIFIED OF A DECISION

When you are notified of a decision this should be checked, as far as possible, to see if it is based on correct details and that you agree with it. Please remember, however, that the Fire and Rescue Authority does not have any choice about whether or not to implement an order issued by a court nor any discretion as to the apportionment of benefits or costs where instructed by the order. If you have a grievance about the content of the order you should discuss this with your legal adviser and possibly lodge an appeal in respect of the order. These notes cover circumstances where you are unhappy with an action or decision made by the Fire and Rescue Authority in respect of compliance with the order.

WHAT TO DO IF YOU ARE UNHAPPY WITH A DECISION

It is normally a good idea to make an informal enquiry in the first place. Most problems are resolved in this way. They are often caused by misunderstandings or wrong information which can be explained or corrected quickly and easily. Contact the person who wrote to you setting out the decision, at the telephone number or address given in the letter heading.

If, having done so you remain unhappy with the decision (or lack of one) then, under the Fire and Rescue Authority's Internal Dispute Resolution Proceedings, you have a right to have the decision looked at formally.

The Pensions Advisory Service is available to assist you at any stage in the process, in connection with any difficulty with the Scheme which remains unresolved.

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 7B – page 2

ARE THERE ANY TIME LIMITS?

Yes. If you want to use Internal Dispute Resolution Procedures you must make your Stage One application within 6 months after you were notified of the decision you wish to complain about. The 6 months time limit can be extended for a reasonable period where there are special circumstances.

ADDRESSES

For more information about your pension rights or a decision, or if you would like a copy of the Internal Dispute Resolution Procedure notes and application forms, contact –

[insert]

The Pensions Advisory Service –

THE PENSIONS ADVISORY SERVICE, 11 BELGRAVE ROAD, LONDON, SW1V 1RB
Telephone: 0845 6012923

The Pensions Ombudsman can be contacted at –

THE PENSIONS OMBUDSMAN, 11 BELGRAVE ROAD, LONDON SW1V 1RB
Telephone: 020 7834 9144

FORM FIRE DIV 7B [5/2006]

[insert] **FIRE AND RESCUE AUTHORITY**
THE FIREFIGHTERS' PENSION SCHEME 1992

Pension Credit Member: Notice of Commutation

Please tick one of the following options, complete the form and return it to:

[insert]

I hereby give notice to the Fire and Rescue Authority that –

- I do not wish to commute any portion of my pension to provide a lump sum
- I wish to commute the maximum portion of my pension to provide a lump sum
- I wish to commute £..... of my pension to provide a lump sum

Signed Date

Name (*in capitals*)

Address (*in capitals*)

.....

.....

NOTE:

1. If you commute the maximum portion of your pension it will provide a lump sum of two and a quarter times the uncommuted pension.
2. Each £100 of pension commuted will provide a lump sum of £[insert]
3. See overleaf for examples of commutation

Pension Credit Member: Examples of Commutation

Example 1: A female pension credit member has entitlement to a pension of £3,000 a year at age 60. She wishes to provide as large a lump sum as possible and so elects to commute the maximum amount.

The maximum lump sum which can be provided is a sum equal to two and a quarter times her uncommuted pension. The factor for a female pension credit member aged 60 is 1500 (i.e. for each £100 of annual pension she gives up she will receive £1,500 as a lump sum).

In this case, the maximum lump sum that can be provided is –

$$2 \frac{1}{4} \quad \times \quad \pounds 3,000.00 \quad = \quad \pounds 6,750.00$$

The portion of annual pension which would have to be commuted to provide this is –

$$\frac{\pounds 6,750}{1500} \quad \times \quad 100 \quad = \quad \pounds 450.00$$

Consequently, if she chose to commute the maximum portion she would receive –

Pension:	£3,000.00	-	£450.00	=	£2,550 a year
Lump Sum:	$\frac{\pounds 450.00}{100}$	x	1500	=	£6,750

Example 2: A male pension credit member has entitlement to a pension of £1,950 a year at age 60. He wishes to give up £250 of his annual pension to provide a lump sum and so elects to commute £250.

The factor for a male pension credit member aged 60 is 1300 (i.e. for each £100 of annual pension he gives up he will receive £1,300 as a lump sum).

The maximum lump sum which can be provided is a sum equal to two and a quarter times his uncommuted pension.

The portion of pension to be commuted to provide this would be –

$$\frac{2 \frac{1}{4} \times \pounds 1,950.00}{1300} \quad \times \quad 100 \quad = \quad \pounds 337.50$$

The £250 he wishes to commute is well within this limit.

Consequently, if he chose to commute £250 he would receive –

Pension:	£1,950.00	-	£250.00	=	£1,700.00 a year
Lump Sum:	$\frac{\pounds 250}{100}$	x	1300	=	£3,250.00

[insert] **FIRE AND RESCUE AUTHORITY**
THE NEW FIREFIGHTERS' PENSION SCHEME 2006

Pension Credit Member: Notice of Commutation

Please tick one of the following options, complete the form and return it to:

[insert]

I hereby give notice to the Fire and Rescue Authority that –

- I do not wish to commute any portion of my pension to provide a lump sum
- I wish to commute the maximum portion of my pension to provide a lump sum
- I wish to commute £..... of my pension to provide a lump sum

Signed Date

Name (*in capitals*)

Address (*in capitals*)

.....

.....

NOTE:

1. You can commute up to one quarter of your pension
2. Each £1 of pension commuted will provide a lump sum of £12
3. See overleaf for examples of commutation

ANNEXE 14
Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 8B – page 2

Pension Credit Member: Examples of Commutation

Example 1: A pension credit member has entitlement to a pension of £3,000 a year at age 65. She wishes to provide as large a lump sum as possible and so elects to commute the maximum amount – one quarter of her pension.

For each £12 of lump sum she wishes to provide she must give up £1 of pension.

One quarter of her pension is assessed as –

$$1/4 \quad x \quad £3,000.00 \quad = \quad £750.00$$

This would provide a lump sum of –

$$£750 \quad x \quad 12 \quad = \quad £9,000.00$$

Consequently, if she chose to commute the maximum portion she would receive –

Pension:	£3,000.00	-	£750.00	=	£2,250.00 a year
Lump Sum:	£9,000.00				

Example 2: A pension credit member has entitlement to a pension of £2,000 a year at age 65. He wishes to give up £200 of his annual pension to provide a lump sum and so elects to commute £200.

The maximum portion of pension which can be commuted is one quarter. This would be –

$$1/4 \quad x \quad £2,000.00 \quad = \quad £500.00$$

The £200 he wishes to commute is within this limit.

Consequently, if he chose to commute £200 he would receive –

Pension:	£2,000.00	-	£200.00	=	£1,800.00 a year
Lump Sum:	£200	x	12	=	£2,400.00

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 9 (active member) – page 1

[insert] FIRE AND RESCUE AUTHORITY
 FIREFIGHTERS' PENSION SCHEME 1992

Information required under Section D of Form P: Pension Inquiry Form

Name: [insert]

National Insurance Number: [insert]

Boxes marked are relevant to the Scheme member

1. Disregarding any future service or premiums that might be paid and future inflation, what is the largest lump sum payment that the member would be entitled to take if s/he were to retire at normal retirement age?	Assuming the firefighter would remain in service to normal pension age: £
2. What is the earliest date on which the member has the right to take benefits, excluding retirement on grounds of ill-health?	This would be the day following the date at which the firefighter – <input type="checkbox"/> is age 50 or over with at least 25 years' service and chooses to retire <input type="checkbox"/> reaches normal pension age (55) and retires.
3. Are spouse's or civil partner's benefits payable?	Yes
4. What lump sum would be payable on death at the date of completion of this form?	Twice the firefighter's pensionable pay at date of death. Value at date of completion of form – £

**Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms**

FORM FIRE DIV 9 (active member) – page 2

<p>5. What proportion of the member's pension would be payable as of right to the spouse or civil partner of the member if the member were to die –</p> <p>(a) before retirement, and</p> <p>(b) after retirement, disregarding any future service or premiums that might be paid and future inflation?</p>	<p>(a) If the member were to die in service before retirement, the amount of a spouse's pension would normally be half of the ill-health pension to which the firefighter would have been entitled at the date of death. However, if the spouse is living separately from the firefighter at the date of death, it would be based on service accrued after 5 April 1978 only.</p> <p>Similar principles apply in the case of a civil partner but the pension would be based on service after 5 April 1988 only.</p> <p>For the first 13 weeks following death, the total of spouse's or civil partner's pension, plus any other dependants' benefits, would be topped up to the level of the firefighter's pay at date of death.</p> <p>(b) If the member was receiving a pension at the date of death, the amount of a spouse's pension would normally be half of the firefighter's own pension before any reduction for commutation. However, if the spouse is living separately from the firefighter at the date of death, it would be based on service accrued after 5 April 1978 only. Also, if the marriage had taken place after retirement, a lower level of spouse's pension may apply.</p> <p>Similar principles apply in the case of a civil partner but the pension would be based on service after 5 April 1988 only.</p> <p>For the first 13 weeks following death, the total of spouse's or civil partner's pension, plus any other dependants' benefits, would be topped up to the level of the firefighter's pension at date of death.</p>
<p>6. Is the pension in payment, drawdown or deferment? If Yes, which?</p>	<p>No, the firefighter is an active member of the Scheme</p>
<p>7. Please provide a copy of the scheme booklet</p>	<p>A current scheme guide is enclosed.</p>

Date

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 9 (pensioner member) – page 1

[insert] **FIRE AND RESCUE AUTHORITY**
FIREFIGHTERS' PENSION SCHEME 1992

Information required under Section D of Form P: Pension Inquiry Form

Name: [insert]

National Insurance Number: [insert]

Boxes marked are relevant to the Scheme member

1. Disregarding any future service or premiums that might be paid and future inflation, what is the largest lump sum payment that the member would be entitled to take if s/he were to retire at normal retirement age?	Not applicable; the member has already retired.
2. What is the earliest date on which the member has the right to take benefits, excluding retirement on grounds of ill-health?	Not applicable; the member has already retired.
3. Are spouse's or civil partner's benefits payable?	<input type="checkbox"/> Yes <input type="checkbox"/> Spouse's benefits are payable but not civil partner's benefits because the member retired before 6 April 1988
4. What lump sum would be payable on death at the date of completion of this form?	None, unless at the time of death, the total of benefits paid to the Scheme member and the actuarial value of spouse's, civil partner's and any dependant's benefits is less than the total of pension contributions paid by the member. In which case, the balance of aggregate contributions as determined by the Government Actuary would be paid to the member's estate.
5. What proportion of the member's pension would be payable as of right to the spouse or civil partner of the member if the member were to die – (a) before retirement, and (b) after retirement, disregarding any future service or premiums that might be paid and future inflation?	<p>(a) Not applicable, the member has already retired.</p> <p>(b) If the member were to die after retirement, the amount of a spouse's pension would normally be half of the firefighter's own pension before any commutation. However, if the spouse is living separately from the firefighter at the date of death, it would be based on service accrued after 5 April 1978 only. Also, if the marriage had taken place after retirement, a lower level of spouse's pension may apply.</p> <p>Similar principles apply in the case of a civil partner but the pension would be based on service after 5 April 1988 only.</p> <p>For the first 13 weeks following death, the total of spouse's or civil partner's pension, plus any other dependants' benefits, would be topped up to the level of the firefighter's pension at date of death.</p>

ANNEXE 14
Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 9 (pensioner member) – page 2

6. Is the pension in payment, drawdown or deferment? If Yes, which?	Yes, the pension is in payment.
7. Please provide a copy of the scheme booklet	A current scheme guide is enclosed.

Date

FORM FIRE DIV 9 (pensioner member) [5/2006]

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 9 (deferred member) – page 1

[insert] FIRE AND RESCUE AUTHORITY
FIREFIGHTERS' PENSION SCHEME 1992

Information required under Section D of Form P: Pension Inquiry Form

Name: [insert]

National Insurance Number: [insert]

Boxes marked are relevant to the Scheme member

<p>1. Disregarding any future service or premiums that might be paid and future inflation, what is the largest lump sum payment that the member would be entitled to take if s/he were to retire at normal retirement age?</p>	<p>Because the person is a deferred member, the lump sum will not be paid at normal pension age, but five years' later at age 60. Based on the value of the deferred pension, this would be:</p> <p>£</p>
<p>2. What is the earliest date on which the member has the right to take benefits, excluding retirement on grounds of ill-health?</p>	<p>The deferred pension will be paid at age 60.</p>
<p>3. Are spouse's or civil partner's benefits payable?</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> Spouse's benefits are payable, but not civil partner's benefits because the member left the scheme before 6 April 1988.</p>
<p>4. What lump sum would be payable on death at the date of completion of this form?</p>	<p>Because the person is a deferred member, there would be no death grant payable.</p>
<p>5. What proportion of the member's pension would be payable as of right to the spouse or civil partner of the member if the member were to die –</p> <p>(a) before retirement, and</p> <p>(b) after retirement, disregarding any future service or premiums that might be paid and future inflation?</p>	<p>(a) If the member were to die before the deferred pension comes into payment, the spouse's pension would be half of the member's deferred pension.</p> <p>Similar principles apply in the case of a civil partner but the pension would be based on service after 5 April 1988 only.</p> <p>(b) If the member was receiving a pension at the date of death, the amount of a spouse's pension would normally be half of the firefighter's own pension before any commutation.</p> <p>Similar principles apply in the case of a civil partner but the pension would be based on service after 5 April 1988 only.</p> <p>For the first 13 weeks following death, the total of spouse's or civil partner's pension, plus any other dependants' benefits, would be topped up to the level of the firefighter's pension at date of death.</p>
<p>6. Is the pension in payment, drawdown or deferment?</p> <p>If Yes, which?</p>	<p>Yes, the pension is in deferment.</p>

ANNEXE 14
Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 9 (deferred member) – page 2

7. Please provide a copy of the scheme booklet	A current scheme guide is enclosed.
--	-------------------------------------

Date

FORM FIRE DIV 9 (deferred member) [5/2006]

Divorce, dissolution of civil partnership, annulment, judicial separation Model forms

FORM FIRE DIV 10 (active member) – page 1

[insert] FIRE AND RESCUE AUTHORITY
NEW FIREFIGHTERS' PENSION SCHEME 2006

Information requested under Section D of Form P: Pension Inquiry Form

Name: [insert]

National Insurance Number: [insert]

1. Disregarding any future service or premiums that might be paid and future inflation, what is the largest lump sum payment that the member would be entitled to take if s/he were to retire at normal retirement age?	Assuming the firefighter would remain in service to normal pension age: £
2. What is the earliest date on which the member has the right to take benefits, excluding retirement on grounds of ill-health?	On retirement at normal pension age: 60. The member could retire and elect to take the pension from age 55 but it would be subject to actuarial reduction for early payment
3. Are spouse's or civil partner's benefits payable?	Yes
4. What lump sum would be payable on death at the date of completion of this form?	Three times the firefighter's pensionable pay at date of death. Value at date of completion of form – £
5. What proportion of the member's pension would be payable as of right to the spouse or civil partner of the member if the member were to die – (a) before retirement, and (b) after retirement, disregarding any future service or premiums that might be paid and future inflation?	<p>(a) If the member were to die in service before retirement, the amount of a spouse's or civil partner's pension would normally be half of the ill-health pension to which the firefighter would have been entitled at the date of death. However, if the spouse or civil partner is more than 12 years younger than the member, the spouse or civil partner's pension would be reduced by 2.5% for every year or part year above the 12 years, to a maximum of 50%. For the first 13 weeks following death, the total of spouse's or civil partner's pension, plus any other dependants' benefits, would be topped up to the level of the firefighter's pay at date of death.</p> <p>(b) If the member was receiving a pension at the date of death, the amount of a spouse's or civil partner's pension would normally be half of the firefighter's own pension, (after any reduction to that pension for commutation). However, if the spouse or civil partner is more than 12 years younger than the member, the spouse or civil partner's pension would be reduced by 2.5% for every year or part year above the 12 years, to a maximum of 50%. For the first 13 weeks following death, the total of spouse's or civil partner's pension, plus any other dependants' benefits, would be topped up to the level of the firefighter's pension at date of death.</p>

ANNEXE 14
Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 10 (active member) – page 2

6. Is the pension in payment, drawdown or deferment? If Yes, which?	No, the firefighter is an active member of the Scheme
7. Please provide a copy of the scheme booklet	A current scheme guide is enclosed.

Date

FORM FIRE DIV 10 (active member) [5/2006]

ANNEXE 14
Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 10 (pensioner member)

[insert] FIRE AND RESCUE AUTHORITY
NEW FIREFIGHTERS' PENSION SCHEME 2006

Information requested under Section D of Form P: Pension Inquiry Form

Name: [insert]

National Insurance Number: [insert]

Boxes marked are relevant to the Scheme member

1. Disregarding any future service or premiums that might be paid and future inflation, what is the largest lump sum payment that the member would be entitled to take if s/he were to retire at normal retirement age?	Not applicable; the member has already retired.
2. What is the earliest date on which the member has the right to take benefits, excluding retirement on grounds of ill-health?	Not applicable; the member has already retired.
3. Are spouse's or civil partner's benefits payable?	Yes
4. What lump sum would be payable on death at the date of completion of this form?	<input type="checkbox"/> None <input type="checkbox"/> £ being the balance between 5 x annual pension and instalments paid to date.
5. What proportion of the member's pension would be payable as of right to the spouse or civil partner of the member if the member were to die – (a) before retirement, and (b) after retirement, disregarding any future service or premiums that might be paid and future inflation?	(a) Not applicable, the member has already retired. (b) Half of the member's pension after commutation. For the first 13 weeks following death, the total of spouse's or civil partner's pension, plus any other dependants' benefits, would be topped up to the level of the firefighter's pension at date of death.
6. Is the pension in payment, drawdown or deferment? If Yes, which?	Yes, the pension is in payment.
7. Please provide a copy of the scheme booklet	A current scheme guide is enclosed.

Date

ANNEXE 14
Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 10 (Deferred member)

[insert] **FIRE AND RESCUE AUTHORITY**
NEW FIREFIGHTERS' PENSION SCHEME 2006

Information requested under Section D of Form P: Pension Inquiry Form

Name: *[insert]*

National Insurance Number: *[insert]*

1. Disregarding any future service or premiums that might be paid and future inflation, what is the largest lump sum payment that the member would be entitled to take if s/he were to retire at normal retirement age?	Because the person is a deferred member, the lump sum will not be paid at normal pension age, but five years' later at age 65. Based on the value of the deferred pension, this would be: £
2. What is the earliest date on which the member has the right to take benefits, excluding retirement on grounds of ill-health?	The deferred pension will be paid at age 65.
3. Are spouse's or civil partner's benefits payable?	Yes
4. What lump sum would be payable on death at the date of completion of this form?	Because the person is a deferred member, there would be no death grant payable.
5. What proportion of the member's pension would be payable as of right to the spouse or civil partner of the member if the member were to die – (a) before retirement, and (b) after retirement, disregarding any future service or premiums that might be paid and future inflation?	(a) If the member were to die before the deferred pension comes into payment, the spouse's or civil partner's pension would be half of the member's deferred pension. (b) If the member was receiving a pension at the date of death, the amount of a spouse's or civil partner's pension would normally be half of the firefighter's own pension after any reduction to that pension for commutation. However, if the spouse or civil partner is more than 12 years younger than the member, the spouse or civil partner's pension would be reduced by 2.5% for every year or part year above the 12 years to a maximum of 50%. For the first 13 weeks following death, the total of spouse's or civil partner's pension, plus any other dependants' benefits, would be topped up to the level of the firefighter's pension at date of death.
6. Is the pension in payment, drawdown or deferment? If Yes, which?	Yes, the pension is in deferment.
7. Please provide a copy of the scheme booklet	A current scheme guide is enclosed.

Date

ANNEXE 14
Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

FORM FIRE DIV 100

[Complete this form in line with the fire and rescue authority's charging policy]

[insert] **FIRE AND RESCUE AUTHORITY**
THE FIREFIGHTER'S PENSION SCHEME 1992
THE NEW FIREFIGHTERS' PENSION SCHEME 2006

<p>Schedule of Charges for work undertaken in connection with matrimonial proceedings</p>

Provision of information about pensions and divorce (charges recoverable under Regulation 3(1)(a) and (b) of the Pensions on Divorce etc (Charging) Regulations 2000)

[insert]

Charges in respect of pension sharing activity (charges recoverable under Regulation 5 of the Pensions on Divorce etc (Charging) Regulations 2000)

[insert]

Additional amounts recoverable in respect of pension sharing activity (recoverable under Regulation 6 of the Pensions on Divorce etc (Charging) Regulations 2000)

[insert]

Charges in relation to earmarking orders (recoverable under Regulations 3(1)(c) and 10 of the Pensions on Divorce etc (Charging) Regulations 2000)

[insert]

Objections to order or provision

[insert]

Value Added Tax

The charges quoted above are exclusive of Value Added Tax (VAT). Current guidance from HM Revenue and Customs is that VAT would be chargeable on the sums quoted.

FORM DIV 100 [5/2006]

Annexe 14B-46

**Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms**

SUGGESTED METHOD OF COMPLETION OF FORM P

The procedures set out in Annexe 14A cover the various items of information that have to be supplied under The Pensions on Divorce, etc (Provisions of Information) Regulations 2000 and the timing of the issue of the information. On 5 December 2005 a new Form – Form P "Pension Inquiry Form" was designed by the Court Service to pull together in a single document a request for all these items of information.

Requests for information vary. A fire and rescue authority may be asked for information but not sent Form P. Or Form P may be sent to the authority before the CETV is requested. Or it may be sent after all items of information have been supplied.

These pages suggest how a fire and rescue authority may wish to complete Form P. It utilises the standard FIRE DIV FORMS. If any of these have already been sent out it would be advisable to copy them and send again with Form P.

Form P has four Parts, A to D. Each Part is looked at below. Suggestions for completion are given in italics in each of the sections

Part A. "To be completed by Pension Scheme member or policy holder"

Part A, which is the front page of the Form, has three sections which should have been completed before you received the form. These are:

<p>1. The name of pension scheme member or policy holder Address: Reference:</p>
<p>2. Solicitors details: Address: Reference: Tel:</p>
<p>3. Address to which the form should be sent once completed if different from 2 above:</p>
<p>Signature of Pension Scheme member or policy holder</p> <p>(The scheme member's signature is necessary to authorise the release of the requested information, unless a court order requiring the information is attached to this form.)</p>

Check that all the necessary details are given.

If Form P is received with the first request for information it may not be necessary to ask the Scheme member to complete Form FIRE DIV 1

ANNEXE 14

**Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms**

SUGGESTED METHOD OF COMPLETION OF FORM P

Part B "To be completed by the pension arrangement"

"This section deals with information required to be provided under the Pensions on Divorce etc (Provision of Information) Regulations 2000 SI 1048/2000, Regulations 2 and 3 and Rule 2.70(2) of the Family Proceedings Rules 1991 (as amended). If a request for a Cash Equivalent Transfer Value has been made, the pension arrangement has 3 months to provide the information or six weeks if notified that the information is needed in connection with matrimonial or civil partnership proceedings, or such shorter time as notified by the court. Otherwise, the information should be provided within one month or such shorter time as notified by the court. The valuation referred to in paragraph 1(a) below must have been made not more than 12 months before the date fixed for the first appointment.

If this information has already been prepared in a standard form please send this instead."

1. (a) Please confirm that you have already provided a valuation of the member's pension rights to the scheme member or to the Court. Yes No

(b) If the answer to (a) is No, details of the CETV quotation should be attached and the date on which it was calculated.

Even if you tick the "Yes" box it may be worth attaching a copy of the CETV details (and valuation date) already supplied.

2. Provide a statement summarising the way in which the valuation referred to above has been or will be calculated.

Paragraphs 1 to 6 of Form FIRE DIV 4 give this information. Attach the Form and say here "See attached Form FIRE DIV 4, paragraphs 1 to 6."

3. State the pension benefits included in the valuation referred to in B1 above.

This does not make clear whether it is the type of benefit or the amount of benefit that should be stated. To cover both points, refer here to the relevant paragraph 2, 3, 4, or 5 of Form FIRE DIV 4 to indicate the type of benefit and add the amount of deferred pension or actual pension that was used as the starting point for the CETV.

4. (a) Does the person responsible for the pension arrangement offer scheme membership to the person entitled to a pension credit? Yes No

Tick the "Yes" box.

(b) If Yes, does this depend on Employer and/or trustee approval? Yes No

Tick the "No" box.

5. If the answer to 4(a) is Yes, what benefits are available to the person with the pension credit?

Paragraphs 7 and 8 of Form FIRE DIV 4 give this information. Draw attention to this here.

ANNEXE 14

Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

SUGGESTED METHOD OF COMPLETION OF FORM P

Part B (continued)

6. Charging Policy

- Does the arrangement charge for providing information or implementing a pension sharing order? Yes No

Tick "Yes".

If Yes, please:

- provide a list of charges
- indicate when these must be paid, and
- whether they can be paid directly from benefits held in the scheme or policy, or the pension credit.

This information is given in Form FIRE DIV 100, completed in accordance with the authority's policy of charging. Attach the Form and state here that the list of charges is attached.

Part C "To be completed by the pension arrangement"

"This information is required to be provided by the pension arrangement under the Pension on Divorce (Provision of Information) Regulations 2000 SI 1048, Regulation 4 within 21 days of being notified that a pension sharing order may be made. If such notification has not already been given, please treat this document as notification that such an order may be made. Alternatively the Court may specify a date by which this information should be provided.

If this information has already been prepared in a standard form please send this instead."

1. The full name of the pension arrangement and address to which a pension sharing order should be sent.

This information is given in paragraph 1 of Form FIRE DIV 5 after completion. Attach the Form and here refer to the form and paragraph.

2. In the case of an occupational pension scheme only, is the scheme winding up? Yes No

Tick the "No" box. Draw attention to paragraph 2 of Form FIRE DIV 5

(b) If Yes:

- when did the winding up commence, and
- give the name and address of the trustees who are dealing with the winding up.

Not applicable

ANNEXE 14
Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

SUGGESTED METHOD OF COMPLETION OF FORM P

Part C (continued)

3. In the case of an occupational pension scheme only, assuming that a calculation of the member's CETV was carried out on the day the pension scheme received notification that a pension sharing order may be made, would that CETV be reduced? Yes No

Tick "No" and draw attention to paragraph 3 of Form FIRE DIV 5.

4. As far as you are aware, are the member's rights under the pension scheme subject to any of the following:
- a pension sharing order Yes No
 - a pension attachment order made under section 23 of the Matrimonial Causes Act 1973 (England and Wales), section 12A(2) or (3) of the Family Law (Scotland) Act 1985 or under Article 25 of the Matrimonial Causes (Northern Ireland) Order 1978 Yes No
 - a pension attachment order made under Part 1 of Schedule 5 to the Civil Partnership Act 2004 (England and Wales), section 12A(2) or (3) of the Family Law (Scotland) Act 1985 or under Part 1 of Schedule 15 to the Civil Partnership Act 2004 (Northern Ireland) Yes No
 - a forfeiture order Yes No
 - a bankruptcy order Yes No
 - an award of sequestration on a member's estate or the making of the appointment on his estate of a judicial factor under section 41 of the Solicitors (Scotland) Act 1980 Yes No

Tick "Yes" or "No" as relevant and draw attention to paragraph 4 of Form FIRE DIV 5.

5. Do the member's rights include rights which are not shareable by virtue of regulation 2 of the Pension Sharing (Valuation) Regulations 2000? Yes No

Tick "Yes" or "No" as relevant and draw attention to paragraph 5 of Form FIRE DIV 5.

6. Does the pension arrangement propose to levy additional charges specified in Regulation 6 of the Pensions on Divorce (Charging) Regulations 2000? Yes No
- If Yes, please provide the scale of additional charges likely to be made.

If the fire and rescue authority intends to levy these charges in relevant circumstances they should be written into Form FIRE DIV 100 which would have been attached in response to Section 6 of Part B. In this case tick "Yes" and draw attention to the relevant paragraph in the Form. Otherwise tick "No".

7. Is the scheme member a trustee of the pension scheme? Yes No

Tick "No" and draw attention to paragraph 7 of Form FIRE DIV 5.

ANNEXE 14
Divorce, dissolution of civil partnership, annulment, judicial separation
Model forms

SUGGESTED METHOD OF COMPLETION OF FORM P

Part C (continued)

8. If a pension sharing order is made, will the person responsible for the pension arrangement require information regarding the scheme member's state of health before implementing the pension sharing order? Yes No

Tick "No" and draw attention to paragraph 8 of Form FIRE DIV 5.

9. Does the person responsible for the pension sharing arrangement require any further information other than that contained in regulation 5 of the Pensions on Divorce etc. (Provision of Information Regulations) 2000, before implementing any Pension Sharing Order? Yes No

If Yes, specify what.

Tick "Yes" or "No" as appropriate and draw attention to paragraphs 9 and 10 of Form FIRE DIV 5. Paragraph 9 refers to Form FIRE DIV 6. Attach Form FIRE DIV 6. Complete paragraph 10 of Form FIRE DIV 5 if further information is required.

Part D "To be completed by the pension arrangement"

"The following information should be provided if the scheme member requests it or the Court orders it pursuant to its powers under the Pensions on Divorce etc (Provision of Information) Regulations 2000, SI 1048/2000. Please note that pension arrangements may make an additional charge for providing this information."

To complete this section refer, according to the status of the member and the Scheme to which he/she belongs, to:

Form FIRE DIV 9 (active member) FPS 1992
Form FIRE DIV 9 (pensioner member) FPS 1992
Form FIRE DIV 9 (deferred member) FPS 1992

Form FIRE DIV 10 (active member) NFPS 2006
Form FIRE DIV 10 (pensioner member) NFPS 2006
Form FIRE DIV 10 (deferred member) NFPS 2006

Complete the relevant Form listed above and attach to Form P.