

Glossary of terms

Active membership	Active members are current employees who belong to an organisation's occupational pension scheme. The schemes may be open, closed or frozen. Active members are distinct from current and deferred pensioners (see below).
Appropriate personal pension (APP)	A personal pension that is contracted-out of SERPS, see below.
Contracted-out Mixed Benefit Schemes (COMBS)	Available from April 1997, these are a contracted-out occupational schemes where some members can be in a defined benefit section, whilst others are in a defined contribution section of the same scheme. Transfers between sections are possible. Note: this is different from a scheme of one type that permits benefits to be calculated using the other basis ('underpins').
Contracted-out schemes arrangements	These are contracted out of the State Earnings-Related Pension Scheme or (SERPS), and must provide broadly similar benefits to those that would have accrued under SERPS. In return, rates of employer and employee National Insurance contributions are reduced. In schemes or arrangements that are not contracted out of SERPS, employers and employees pay full rate National Insurance contributions, which entitle employees to SERPS (in addition to the basic state pension).
Current pensioners	Current pensioners are former active members of occupational pension schemes, who now draw their pension from this scheme.
Defined benefit/salary-related schemes	Occupational schemes specifying the benefits that are paid on retirement (e.g. a fraction of salary for each year of service).

Defined contribution/money purchase schemes	Occupational schemes where the amount of pension is determined by contributions paid into the scheme and investment returns.
Deferred pensioners	Deferred pensioners were members of an occupational pension scheme, who have now left it, usually because they have joined a new employer. Contributions are no longer being made into the scheme either by the member or the employer. The rights are frozen or retained in the scheme until they are drawn as a pension or transferred to a new pension scheme.
Group personal pension (GPP)	These are personal pensions that an employer has organised for a group of employees, with the same types of provider as for personal pensions. Employers nearly always make a contribution, too, but all GPPs were included irrespective of whether they did.
Occupational pension scheme (OPS) arrangements	Arrangements organised by an employer to provide employees with a pension. These include defined benefit, defined contribution and top hat schemes.
Personal pension (PP)	A private type of pension arrangement between an employee and an insurance company, building society or bank. This survey only covered employees' personal pensions where the employer made a contribution.
Stakeholder pension (SHP)	Low-charging pension scheme aimed at people without access to occupational or private pensions, introduced in April 2001. Employers with five or more employees and no other pension provision must provide access to SHPs.
Top hat schemes	These are occupational pensions where membership is restricted to senior managers and directors.

Notes on terminology

The terms 'firms', 'organisations', 'company', 'business' and 'enterprise' have been used interchangeably in this report, to refer to the private-sector employers sampled for the Employers' Pension Provision Survey of 2003. No significance should be attached to the use of one particular term at any point.

The following conventions are used in the tables in this report:

- * less than 0.5 per cent, but more than zero
- 0 no respondents in this category
- category does not apply
- [] baseline case number is 50 or lower and absolute frequencies are reported in brackets.

