

FINANCIAL ASSISTANCE SCHEME

S1 DESK AID

Type of payment requeste	Member type	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
		Surname	First Name	Middle Name	Title	NINo	Domicile Indicator	Address line 1	Address line 2	Address line 3	Address line 4	Country	Post Code	Date of Birth	Gender	Date of death (where applicable)	Marital/Civil partnership status	Status of beneficiary on the crystallisation date	Pension credit member	Surname of member from whom pension rights or FAS entitlement are derived	First name of member from whom pension rights or FAS entitlement are derived	Middle name of member from whom pension rights or FAS entitlement are derived	NINo of member from whom pension rights or FAS entitlement are derived	Date of death of member from whom pension rights or FAS entitlement are derived	Normal retirement age	Date at which member started or will start to receive pension	Initial payment applicant
Initial	Crystallisation pensioner																	P		X	X	X	X	X			Y
Initial	Crystallisation deferred/active																	W		X	X	X	X	X			Y
Initial	Pre wind up survivor																	IM									Y
Initial	Post wind up survivor																	S									Y
Annual	Crystallisation pensioner																	P		X	X	X	X	X			N
Annual	Crystallisation deferred/active																	W		X	X	X	X	X			N
Annual	Pre wind up survivor																	IM									N
Annual	Post wind up survivor																	S									N

This desk aid is to be read in conjunction with the FAS P4 guidance. The latest version of the P4 can be found on the FAS website at www.dwp.gov.uk/fas

The information you need to provide is based on the entries you make in columns Q and Z for each member, as shown. Once you have decided on the member and payment type from the guidance, find the line that relates to that member. **An X in the box means that column does not need completing for that member type.**

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S1 DESK AID

Type of payment requested	Member type	AA	AB	AC	AI #	AJ	AK	AL	AM	AN	AO	AP	AR	AD # ~	AE # ~	AF #	AG #	AH #
		Scheme annual interim pension amount	The certification date for initial payment requests	Unreduced annual amount of pension that would have been in payment at the certification date (to be completed only in relation to those beneficiaries entitled to present payment of a pension on or before the crystallisation date)	Annual amount of accrued flat-rate pension, which is not subject to revaluation within scheme rules (as at date of leaving active service)	Annual rate of annuity available to the beneficiary with their share of scheme assets as at the certification date	Total capital value of assets used to discharge the liability to the beneficiary (or final transfer value taken during wind-up)	The certification date in relation to annual payments	Lump sum taken at retirement (or provisional transfer amount)	Date at which lump sum taken (or date at which provisional transfer is correct)	Bridging or step up pension	Expected and actual pension notes	Date at which capital value of assets used to discharge the liability at AK applies	Date of starting active service	Date of leaving active service	Annual amount of accrued GMP (as at date of leaving contracted out service)	GMP revaluation method	Annual amount of accrued pension in excess of GMP, which is subject to revaluation within scheme rules (as at date of leaving active service)
Initial	Crystallisation pensioner				X	X	X	X					X			X	X	X
Initial	Crystallisation deferred/active			X		X	X	X					X					
Initial	Pre wind up survivor				X	X	X	X					X	X	X	X	X	X
Initial	Post wind up survivor			X	X	X	X	X					X	X	X	X	X	X
Annual	Crystallisation pensioner	X	X		X											X	X	X
Annual	Crystallisation deferred/active	X	X	X														
Annual	Pre wind up survivor	X	X		X									X	X	X	X	X
Annual	Post wind up survivor	X	X	X	X									X	X	X	X	X

For survivors of members who died after the start of wind up, details of the original member should be provided on a separate line from the survivor. The data you provide on the original member should include:

For survivors of members who were deferred members at the crystallization date: AI, AD, AE, AF, AG, and AH.

~ For survivors of members who were pensioner members at the crystallization date: AC, AD, and AE.

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