Local Government Pension Scheme – Bedfordshire Pension Fund

**Form** **CRL2** : Notice of employee returning\* from child-related leave

(Maternity / paternity / adoption / shared parental leave)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| LGPS member details | | | | |
| Name |  | | | |
| Payroll number |  | | | |
| National Insurance Number |  | | | |
| Job Title |  | | | |
| Start date of child-related leave |  | | | |
| End date of **paid** child-related leave |  | | | |
| Dates of additional **unpaid** child-related leave period (if applicable) | From | | To | |
|  |  | | | |
| Has the employee elected to pay Additional Pension Contributions (APC) to buy back pension lost during the unpaid period?\*\* | | Please tick | | |
| Yes | | No |
|  | |  | |  |
| If yes, has a copy of the APC calculation sheet been attached? | | Please tick | | |
| Yes | | No |
|  | |  | |  |
| Have APC deductions been set up by payroll? | | Please tick | | |
| Yes | | No |
|  | | | | |
| If APC deductions have been set up, date of first deduction | |  | | |

|  |  |
| --- | --- |
| This form has been completed on behalf of the employer by: | |
| Name |  |
| Contact Number |  |
| Signature |  |
| Date |  |

\*if the employee has resigned and not returned to work, please submit this form together with form TERM2014 or TERM5050 (notification of termination of LGPS membership)

\*\*The employer must tell employees that they can buy back any pension ‘lost’ during a period of unpaid leave. Employees can buy lost pension by paying Additional Pension Contributions (APC)