



**The Professional Trades Union for Prison,
Correctional & Secure Psychiatric Workers**

National Chair: Mark Fairhurst
General Secretary: Steve Gillan

Headquarters:
Cronin House
245 Church St.
Edmonton
London N9 9HW
t. 020 8803 0255
f. 020 8803 1761
e. general@poauk.org.uk
w. www.poauk.org.uk

North Regional Office
1 Linden House
Sardinia St.
Leeds
LS10 1BH
t. 01132 428833
f. 01132 429075
e. adminnro@poauk.org.uk

Northern Ireland
Castell House
116 Ballywalter Rd.
Millisle Co Down
BT22 2HS
t. 02891 861928
f. 02891 861839
e. adminni@poauk.org.uk

Scotland
21 Calder Rd.
Edinburgh
Scotland
EH11 3PF
t. 0131 443 8105
f. 0131 444 0657
e. adminscot@poauk.org.uk

POA Circular 028/2021

6th April 2021

Dear Colleagues

CIVIL SERVICE PENSION ANNUAL BENEFIT STATEMENTS

There are further discussions ongoing in Cabinet Office, but it is planned that this year's Annual Benefit Statements will not be printed and sent out by post to individual's home addresses. Instead, the Annual Benefit Statements for 2020/21 will be loaded up onto the Pension Portal and individuals will need to register onto the portal to access their personal pension information.

The attached is confirmation of how to register on the portal and confirming that the fact the Civil Service Pension Portal is available as an App for both Android and Apple devices.

Please bring the contents of this circular to our members attention.

Yours sincerely

STEVE GILLAN
General Secretary

ENCLOSURE



Action Required

If you're a member of the Civil Service Pension Scheme, you can now access your personal pension details online and as an App (available on Android and Apple devices once you have registered online). **Registration is vital**, as all future Annual Benefit Statements (ABS) will be available online only and no hardcopies will be posted out to your home address.

The secure Pension Portal allows you to:

- View your Annual Benefit Statement (ABS) online (no further hard copies will be posted to you)
- Death benefit nomination changes can be made through the portal
- Keep your home address updated online with MyCSP (as well as on SOP)
- Use the new and improved retirement modeller which pre-populates all your personal details
- key information, such as the scheme you're currently in and a useful summary of your pension benefits, at a glance.

Registering for the portal couldn't be easier; simply follow this link to the [Member Portal page](#)

<https://members.civilservicepensionscheme.org.uk/>

Once you're there, all it takes is just a few simple steps and then you're in.

1. Simply enter the Registration Code **CSPSACT1** which identifies you as a Civil Service pension scheme member and then the Personal Identification Code which is the '**Our Ref**' number and can be found on the top right hand corner of your ABS (either a previous statement or this year's statement which will be dropping through your letterbox anytime soon.)
2. Next, you'll be asked two security questions: your national insurance number and date of birth.
3. Once you've provided this information, you'll then just need to create a username and password.

"Civil Service Pensions" is now available to download for Android and Apple devices from Google play and the App Store.

