

New HMRC 'Manage and Register Pension Schemes'

From 8 May 2018, HMRC are introducing a new digital platform – 'Manage and Register Pension Schemes'. From April 2019, this will replace the existing Pension Schemes Online Service and will:

- provide a new digital platform for you to register and manage your pension schemes
- provide a digital account for all pension schemes and reporting
- issue all HMRC notifications regarding registration through the new service
- hold details of existing pension schemes, pension scheme administrators and pension practitioners following migration from the existing Pension Schemes Online Service

As a pension scheme administrator, you should have an existing active scheme administrator ID with the Pension Schemes Online Service. HMRC are migrating existing details to the new service ahead of 2019 only in order that current administrators can register new schemes using the new service.

On your behalf, we will continue to use the existing Pension Schemes Online Service during 2018/19 for submitting pension information to HMRC for each of the schemes under your ID.

In order to ensure a smooth transition, HMRC are asking that all scheme administrators help to cleanse existing data held for your administrator ID. If you haven't already received a reminder from HMRC to log on to the Pension Schemes Online Service, you need to do so as soon as possible and check the information currently held, updating as required. If you have appointed Kier to submit pension details to HMRC on your behalf you need to ensure that our details as a 'practitioner' are also accurate; **we cannot update your administrator details on your behalf.**

Whilst you are logged on to the service, we advise (as mentioned in a previous Kier Police Pensions User Group meeting) you ensure that you have more than one person registered to use the system to cover for cases of absence, sickness, etc. We would also be grateful if you could supply us with the revised list of registered users when updated.

HMRC have produced a newsletter for pension scheme administrators that gives further information about the new platform and planned future developments to the system. The Manage and Register Pension Schemes newsletter is available via this link.

[Pension schemes Manage and Register Pension Schemes service newsletter - April 2018](#)

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