



**CSPS:
Regional Employer
Forums**

May 2025

Agenda

- Introductions – 2 mins
- Employer Administration Guide (EAG) - 10 mins
- Employer Supplementary Training – 5 mins
- Pension Power – 10 mins
- Member Supplementary Training – 5 mins
- Communication & booking tool – 5 mins
- Anything else we need to know – 8 mins

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Employer Administration Guide Training

What do you like/dislike about it?


Could it work better?

Are you happy with the format/length?

Are there any gaps in the knowledge you are assessed on?



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Civil Service Pensions

Employer Pension Notices (EPN)

Employer Pension Guide

Employer Responsibilities

Home > Employers > Employer Pension Notices > EPN638 - Employer Administration Guidance Updated Modules for 2021/22

EPN638 - Employer Administration Guidance Updated Modules for 2021/22

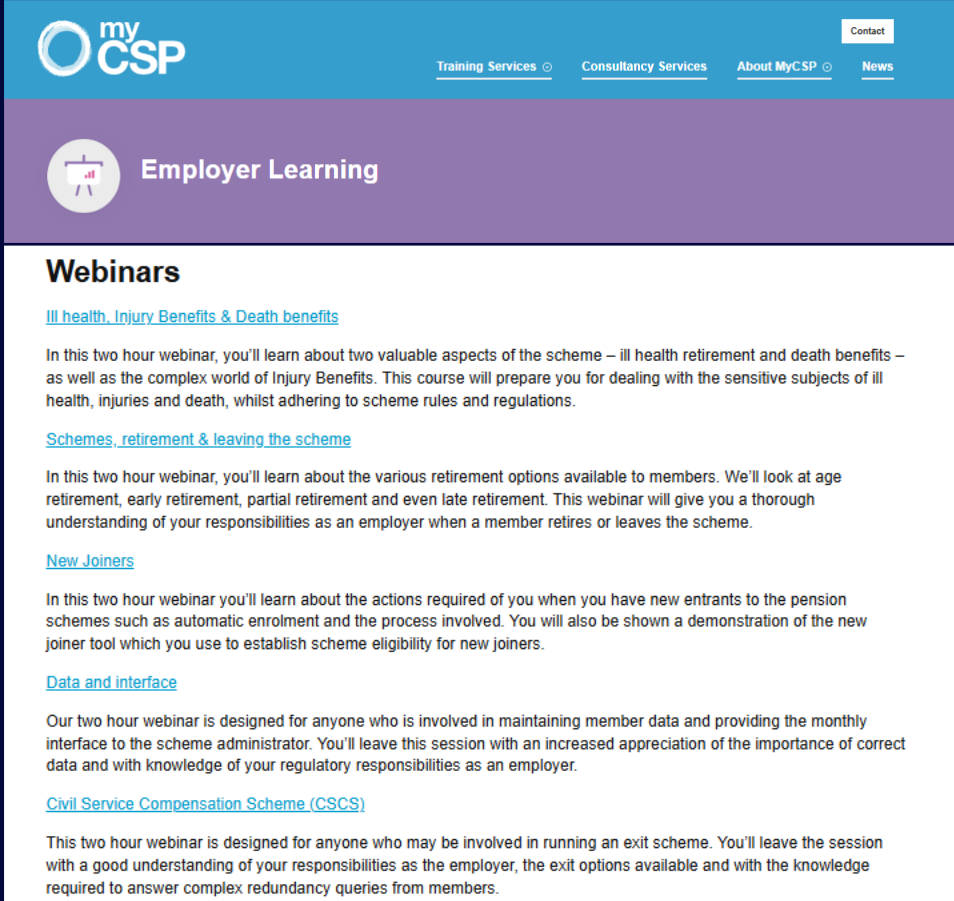
Employer supplementary training

How do you determine what pension-related training you need?

Can you share any feedback from the sessions?

- Was the length of the training right?
- Was the training engaging?
- Did you find any supporting resources helpful?
- Any dislikes regarding the training?

Have you had any IT challenges when using the training?



The screenshot shows the 'myCSP' website's 'Employer Learning' section. The header includes the 'myCSP' logo, navigation links for 'Training Services', 'Consultancy Services', 'About MyCSP', and 'News', and a 'Contact' button. The main heading is 'Employer Learning' with a sub-icon of a person at a computer. Below this, the 'Webinars' section lists several topics with brief descriptions:

- [Ill health, Injury Benefits & Death benefits](#)**
In this two hour webinar, you'll learn about two valuable aspects of the scheme – ill health retirement and death benefits – as well as the complex world of Injury Benefits. This course will prepare you for dealing with the sensitive subjects of ill health, injuries and death, whilst adhering to scheme rules and regulations.
- [Schemes, retirement & leaving the scheme](#)**
In this two hour webinar, you'll learn about the various retirement options available to members. We'll look at age retirement, early retirement, partial retirement and even late retirement. This webinar will give you a thorough understanding of your responsibilities as an employer when a member retires or leaves the scheme.
- [New Joiners](#)**
In this two hour webinar you'll learn about the actions required of you when you have new entrants to the pension schemes such as automatic enrolment and the process involved. You will also be shown a demonstration of the new joiner tool which you use to establish scheme eligibility for new joiners.
- [Data and interface](#)**
Our two hour webinar is designed for anyone who is involved in maintaining member data and providing the monthly interface to the scheme administrator. You'll leave this session with an increased appreciation of the importance of correct data and with knowledge of your regulatory responsibilities as an employer.
- [Civil Service Compensation Scheme \(CSCS\)](#)**
This two hour webinar is designed for anyone who may be involved in running an exit scheme. You'll leave the session with a good understanding of your responsibilities as the employer, the exit options available and with the knowledge required to answer complex redundancy queries from members.

Pension Power

What do members like/dislike about these sessions?

How could these sessions be improved?

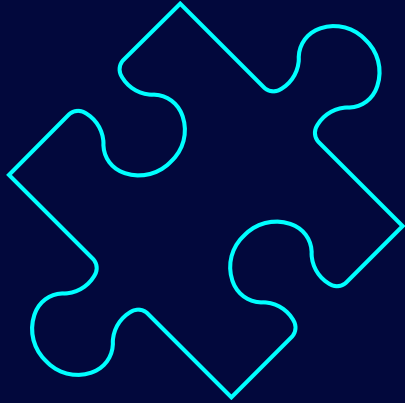
Does the current format or topics suit members' needs?

Do these sessions cover enough to educate members sufficiently in the lead-up to retirement?

How do you ensure members attend these sessions?



Member supplementary training



- How do you determine what pension-related training you need?
- Are these sessions paid for by the employer or members?
- Are they widely advertised or arranged on request from a member?
- Is there any further support that could/should be offered to members?

Communication and Bookings

How do you receive information about training courses?

Do you need supporting resources to promote the training?

Do you prefer in-house sessions or open webinars?

What are your views on the current process for booking events?

Do you receive MI from current bookings?

Any Further Thoughts?



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Thank you