

Guidelines for changes in employment and rejoining members

Change in Employment or Scheme Membership	Nature of the Change	Actions	Forms to NILGOSC
Job type changes / member stays with the same employer	Pay increase	Continuous membership	LGS 25
Job type changes /member stays with the same employer	Pay decrease	Continuous membership	LGS 25
Member stays with the same employer	Term-time member leaves at end of June (contract ends) and rejoins September (new contract)	Deferred benefits awarded on leaving New file created on rejoining with options to combine and transfer in	LGS 15 LGS 1
Member stays with the same employer	Career break	Treated as continuous membership (but with a break in service if contributions not paid back) No option to transfer in on rejoining	LGS 34 LGS 35
Member stays with the same employer	Break in service	Continuous membership No transfer option given on returning to work	LGS 34 LGS 35
Member moves to a new employing authority	No change in pay, pay increase, pay decrease	Deferred benefits awarded on leaving New file created with options to combine and transfer in	LGS 15 LGS 1

Change in Employment or Scheme Membership	Nature of the Change	Actions	Forms to NILGOSC
Member moves to a new employing authority	Break in service	Deferred benefits awarded on leaving New file created with options to combine and transfer in	LGS 15 LGS 1
Member opts out of scheme	Opts back in	Deferred benefits awarded on leaving New file created on opting back in. No option to combine as opted out. No transfer option given	LGS 15, LGS 2 LGS 1
Commences additional separate employment (multi – jobber)	New genuine concurrent post	New file created with options to transfer in	LGS 1
Ceases additional separate employment (multi – jobber)	End of concurrent post	Deferred benefits awarded on leaving	LGS 15
Member stays with the same employer	Seasonal employment	Continuous membership (until contract ends then deferred benefits awarded on leaving)	No forms required until end of contract then LGS 15
Member commences reserve forces leave	No longer receiving pay from scheme employer	Continuous membership No transfer option given on returning to scheme employer	LGS 34 LGS 35

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