

Pension Schemes Online
Amend Scheme Details

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1. About this document

This document contains both the validation and business rules, which will form part of the Validation, checks that will need to be undertaken by both the HMRC 'e' portal or that developed by third party software suppliers.

Section 2 of the document outlines the general validation rules that should be applied to data or groups of data (for example it defines alpha/numeric fields) across all input forms.

Section 3 describes, in tabular form, the data requirements for each field within the specified form.

2. General validation rules

The following rules apply globally:

- 1. Alpha characters are defined as A-Z upper and lower case.
- 2. Numeric is defined as 0-9 and includes a decimal point.
- 3. Alphanumeric is defined as the combination of Alpha and Numeric characters.
- 4. Date fields are in the format CCYY-MM-DD.
- 5. All currency fields should use IrnonNegativeWholeUnitsMonetaryType. Zero is an acceptable value for Currency fields unless specified in the validation section of the relevant field.
- 6. The Yes/No code is a user defined data type that reflects the variables in the fields requiring the return of a yes or no value. This should be represented as 'yes' or 'no'.

3. Data items

Pension Scheme Details

1. Pension Scheme Tax Reference	x Reference		
X-path	AmendSchemeDetails	AmendSchemeDetails/SchemeDetails/TaxReference	
Structure and format		XML	
	Mandatory/Optional	Mandatory	
	Data Type	PensionCore:TaxReferenceType	
	Length	10 characters	
Validation / Processing		Pre-condition	Post-condition
The format must be: NNNNNNNRC			
• Characters 1 – 8 must be numeric	t be numeric		
Character 9 must be 'R'	Y		
 Character 10 is an alpha but must not be I, 	oha but must not be I,		
OorU			

2. Pension Scheme Name	me		
X-path	AmendSchemeDetails	AmendSchemeDetails/SchemeDetails/SchemeName	
Structure and format		XML	
	Mandatory/Optional Mandatory	Mandatory	
	Data Type	PensionCore:SchemeNameType	
	Length	Min 1 character – Max 255 characters	
Validation / Processing		Pre-condition	Post-condition

3. Withdrawn

Are changes in relation to?

One or more of the following must present:

- Pension Scheme Name
- Update a Current Scheme Establisher/Sponsor Notify a New Scheme Establisher/Sponsor
- Notify a Cessation of a Scheme Establisher/Sponsor Notify a Cessation of a Scheme Administrator
- Change your Client Reference for a Scheme Administrator

						Post-condition	
	s/Changed/SchemeName	XML	Optional	PensionCore:SchemeNameType	Min 1 character – Max 255 characters	Pre-condition	
e Name	AmendSchemeDetails/Changed/Schem		Mandatory/Optional Optional	Data Type	Length		
4. New Pension Scheme Name	X-path	Structure and format				Validation / Processing	

Withdrawn

Withdrawn

Withdrawn

9. Withdrawn

Update a Current Scheme Establisher/Sponsor

If notifying an update, Current details must be supplied in addition to New details

Only Individual Details or Organisation Name can be sent at a time, they cannot be sent together

An Individual Establisher cannot change directly to an Organisation and an Organisation cannot change directly to an Individual. They must cease as one and then commence as another

Data elements 10 to 24 form a repeatable set of details and can occur up to a max of 99 times

Current Scheme Establisher/Sponsor Name (Individual)

10. Title			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/CurrentDetails/Individual/Tt	ndividual/Ttl
Structure and format		XWL	
	Mandatory/Optional Optional	Optional	
	Data Type	TitleType	
	Length	Min 1 character – Max 4 characters	
Validation / Processing		Pre-condition	Post-condition

11. Forename(s)			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/CurrentDetails/Individual/Fore	ndividual/Fore
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:NameStructure	
	Length	Min 1 forename – Max 2 forenames Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition
		 Mandatory if 'Current Scheme Establisher/Sponsor' is an 'individual' Must not be completed if 'Current Scheme Establisher/Sponsor' is an 'organisation' 	

12. Surname			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/CurrentDetails/Individual/Sur	ndividual/Sur
Structure and format		XWL	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:NameStructure	
	Length	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition
		Mandatory if 'Current Scheme Establisher/Sponsor' is an 'individual'	
		2. Must not be completed if 'Current Scheme	
		Establisher/Sponsor' is an 'organisation'	

Current Scheme Establisher/Sponsor Name (Organisation)

13. Organisation name			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/CurrentDetails/Organisation	Organisation
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:PSOstringType	
	Length	Min 1 character – Max 255 characters	
Validation / Processing		Pre-condition	Post-condition
		1. Mandatory if 'Current Scheme	
		Establisher/Sponsor' is an 'Organisation'	
		Must not be completed if 'Current Scheme	
		Establisher/Sponsor' is an 'individual'	

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Current Scheme Establisher/Sponsor Address

14. Address			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/CurrentDetails/Address/Line	\ddress/Line
Structure and format		XWIT	
	Mandatory/Optional Optional	Optional	
	Data Type	PensionCore:AddressType	
	Length	Min 2 lines – Max 4 lines	
	6	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition

15. Postcode			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/CurrentDetails/Address/PostCode	\ddress/PostCode
Structure and format		XWL	
	Mandatory/Optional Optional	Optional	
	Data Type	PensionCore:AddressType	
	Length	Min 1 character – Max 8 characters	
Validation / Processing		Pre-condition	Post-condition

16. Country			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/CurrentDetails/Address/Country	ddress/Country
Structure and format		XML	
	Mandatory/Optional Optional	Optional	
	Data Type	Alpha	
	Length	PensionCore:AddressType	
Validation / Processing		Pre-condition	Post-condition

Only Individual Details or Organisation Name can be sent at a time, they cannot be sent together

Scheme Establisher/Sponsor New Name (Individual)

17. Title			
X-path	AmendSchemeDetails/Changed/UpdateSo	s/Changed/UpdateSchemeEstablisher/NewDetails/Individual/Ttl	vidual/Ttl
Structure and format		XWIT	
	Mandatory/Optional Optional	Optional	
	Data Type	TitleType	
	Length	Min 1 character – Max 4 characters	
Validation / Processing		Pre-condition	Post-condition

18. Forename(s)			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/NewDetails/Individual/Fore	
Structure and format		XWL	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:NameStructure	
	Length	Min 1 forename – Max 2 forenames Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition
		Mandatory if 'Establisher/Sponsor New Name' is an 'Individual'	
		2. Must not be completed if 'Establisher/Sponsor New Name' is an 'organisation'	

19. Surname			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/NewDetails/Individual/Sur	
Structure and format		TWX	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:NameStructure	
	Length	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition Post-condition	
		1. Mandatory if 'Establisher/Sponsor new Name' is an 'Individual'	
		Must not be completed if 'Establisher/Sponsor new Name' is an	
		'organisation'	

Scheme Establisher/Sponsor new Name (Organisation)

20. Organisation Name			
X-path	AmendSchemeDetail	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/NewDetails/Organisation	
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:PSOstringType	
	Length	Min 1 character – Max 255 characters	
Validation / Processing		Pre-condition	Post-condition
		 Mandatory if 'Establisher/Sponsor new Name' is an 'organisation' Must not be completed if 'Establisher/Sponsor new Name' is an 'individual' 	

Scheme Establisher/Sponsor New Address

21. Address			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/NewDetails/Address/Line	lress/Line
Structure and format		XML	
	Mandatory/Optional Optional	Optional	
	Data Type	PensionCore:AddressType	
	l ength	Min 2 lines – Max 4 lines	
	Lengin	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition

22. Postcode			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/NewDetails/Address/PostCode	PostCode
Structure and format		XML	
	Mandatory/Optional Optional	Optional	
	Data Type	PensionCore:AddressType	
	Length	Min 1 character – Max 8 characters	
Validation / Processing		Pre-condition Post-	Post-condition

23. Country			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/NewDetails/Address/Country	Iress/Country
Structure and format		XWL	
	Mandatory/Optional Optional	Optional	
	Data Type	PensionCore:AddressType	
	Length	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition

24. Date of change			
X-path	AmendSchemeDetails/Changed/Update	s/Changed/UpdateSchemeEstablisher/ChangeDate	
Structure and format		XWIT	
	Mandatory/Optional Optional	Optional	
	Data Type	xsd:date	
	Length	10 characters	
Validation / Processing		Pre-condition	Post-condition
CCYY-MM-DD			

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Notify a New Scheme Establisher/Sponsor

Data elements 25 to 32 form a repeatable set of details and can occur up to a max of 99 times

Only Individual Details or Organisation Name can be sent at a time, they cannot be sent together

New Scheme Establisher/Sponsor Name (Individual)

25. Title			
X-path	AmendSchemeDetail:	AmendSchemeDetails/Changed/NewSchemeEstablisher/Name/Individual/Tt1	
Structure and format		XML	
	Mandatory/Optional Optional	Optional	
	Data Type	TitleType	
	Length	Min 1 character – Max 4 characters	
Validation / Processing		Pre-condition	Post-condition

26. Forename(s)			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/NewSchemeEstablisher/Name/Individual/Fore	ıre
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:NameStructure	
	Length	Min 1 forename – Max 2 forenames Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition
		Mandatory if 'New Scheme Establisher/Sponsor Name' is an 'individual'	
		Must not be completed if 'New Scheme Establisher/Sponsor' is an 'organisation'	

27. Surname			
X-path	AmendSchemeDetails	AmendSchemeDetails//Changed/NewSchemeEstablisher/Name/Individual/Sur	ur
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:NameStructure	
	Length	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition
		Mandatory if 'New Scheme Establisher/Sponsor Name' is an 'individual'	
		2. Must not be completed if 'New Scheme	
		Establisher/Sponsor' is an 'organisation'	

New Scheme Establisher/Sponsor Name (Organisation)

28. Organisation Name			
X-path	AmendSchemeDetail	AmendSchemeDetails/Changed/NewSchemeEstablisher/Name/Organisation	
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:PSOstringType	
	Length	Min 1 character – Max 255 characters	
Validation / Processing		Pre-condition	Post-condition
		Mandatory if 'New Scheme Establisher/Sponsor Name' is an 'organisation'	
		2. Must not be completed if 'New Scheme	
		Establisher/Sponsor is an individual	

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New Scheme Establisher/Sponsor Address

29. Address			
X-path	AmendSchemeDetails/Changed/NewSche	s/Changed/NewSchemeEstablisher/Address//Line	
Structure and format		XML	
	Mandatory/Optional Optional	Optional	
	Data Type	PensionCore:AddressType	
	l ength	Min 2 lines – Max 4 lines	
	Lengin	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition

30. Postcode			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/NewSchemeEstablisher/Address/PostCode	
Structure and format		XWIT	
	Mandatory/Optional Optional	Optional	
	Data Type	PensionCore:AddressType	
	Length	Min 1 character – Max 8 characters	
Validation / Processing		Pre-condition	Post-condition

31. Country			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/NewSchemeEstablisher/Address/Country	
Structure and format		XML	
	Mandatory/Optional (Optional	
	Data Type	PensionCore:AddressType	
	Length	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition

32. Start date of new Scheme Establisher/Sponsor	heme Establisher/Spo	insor	
X-path	AmendSchemeDetails/Changed/NewSch	s/Changed/NewSchemeEstablisher/StartDate	
Structure and format		XWIT	
	Mandatory/Optional Optional	Optional	
	Data Type	xsd:date	
	Length	10 characters	
Validation / Processing		Pre-condition	Post-condition
CCYY-MM-DD			

Notify a Cessation of a Scheme Establisher/Sponsor

Data elements 33 to 40 form a repeatable set of details and can occur up to a max of 99 times

Only Individual Details or Organisation Name can be sent at a time, they cannot be sent together

Scheme Establisher/Sponsor Name (Individual)

33. Title			
X-path	AmendSchemeDetails/Changed/Scheme	//Changed/SchemeEstablisherCessation/Name/Individual//Ttl	ual//Ttl
		XML	
	Mandatory/Optional Optional	Optional	
	Data Type	TitleType	
	Length	Min 1 character – Max 4 characters	
Validation / Processing		Pre-condition	Post-condition

34. Forename(s)			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/SchemeEstablisherCessation/Name/Individual//Fore	lual//Fore
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:NameStructure	
	dtodol	Min 1 forename – Max 2 forenames	
	Lengin	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition
		 Mandatory if 'Scheme Establisher/Sponsor Name' is an 'individual' Must not be completed if 'Scheme Establisher/Sponsor Name' is an 'organisation' 	

35. Surname			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/SchemeEstablisherCessation/Name/Individual//Sur	lual//Sur
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:NameStructure	
	Length	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition
		 Mandatory if 'Scheme Establisher/Sponsor Name' is an 'individual' 	
		2. Must not be completed if 'Scheme	
		Establisher/Sponsor Name' is an 'organisation'	

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Scheme Establisher/Sponsor Name (Organisation)

36. Organisation Name			
X-path	AmendSchemeDetail	AmendSchemeDetails/Changed/SchemeEstablisherCessation/Name/Organisation	isation
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:PSOstringType	
	Length	Min 1 character - Max 255 characters	
Validation / Processing		Pre-condition	Post-condition
		Mandatory if 'Scheme Establisher/Sponsor Name' is an 'organisation'	
		Must not be completed if 'Scheme Establisher/Sponsor Name' is an 'individual'	

Scheme Establisher/Sponsors Address

37. Address			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/SchemeEstablisherCessation/Address/Line	
Structure and format		XML	
	Mandatory/Optional Optional	Optional	
	Data Type	PensionCore:AddressType	
	4+840	Min 2 lines – Max 4 lines	
	Lengin	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition

38. Postcode			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/SchemeEstablisherCessation/Address/PostCode	Code
Structure and format		XML	
	Mandatory/Optional Optional	Optional	
	Data Type	PensionCore:AddressType	
	Length	Min 1 character – Max 8 characters	
Validation / Processing		Pre-condition	Post-condition

39. Country			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/SchemeEstablisherCessation/Address/Country	ntry
Structure and format		XML	
	Mandatory/Optional Optional	Optional	
	Data Type	PensionCore:AddressType	
	Length	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition

40. Date of Cessation			
X-path	AmendSchemeDetails/Changed/Schemel	//Changed/SchemeEstablisherCessation/CessationDate	
Structure and format		XML	
	Mandatory/Optional Optional	Optional	
	Data Type	xsd:date	
	Length	10 characters	
Validation / Processing		Pre-condition	Post-condition
1. Must be in the format CCYY-MM-DD	CCYY-MM-DD		
2. Must be current date or earlier	or earlier		

Notify a Cessation of a Scheme Administrator

Only Individual Details or Organisation Name can be sent at a time, they cannot be sent together.

Scheme Administrator Name (Individual)

41. Title			
X-path	AmendSchemeDetails/Changed/Scheme	s/Changed/SchemeAdministratorCessation/Name/Individual/Ttl	dual/Ttl
Structure and format		XML	
	Mandatory/Optional Optional	Optional	
	Data Type	TitleType	
	Length	Min 1 character – Max 4 characters	
Validation / Processing		Pre-condition	Post-condition

42. Forename(s)			
X-path	AmendSchemeDetail	AmendSchemeDetails/Changed/SchemeAdministratorCessation/Name/Individual/Fore	/idual/Fore
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:NameStructure	
	Length	Min 1 forename – Max 2 forenames Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition
		 Mandatory if you are notifying the cessation of a Scheme Administrator and 'Scheme Administrator' is an 'individual' Must not be completed if 'Scheme Administrator' is an 'organisation' 	
43. Surname			
X-path	AmendSchemeDetail	AmendSchemeDetails/Changed/SchemeAdministratorCessation/Name/Individual/Sur	/idual/Sur
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:NameStructure	
	Length	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition
		 Mandatory if you are notifying the cessation of a Scheme Administrator and 'Scheme Administrator' is an 'individual' Must not be completed if 'Scheme Administrator' is an 'organisation' 	

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Scheme Administrator Name (Organisation)

AA Organication Name			
44. Organisation name			
X-path	AmendSchemeDetails/Changed/Scheme/	s/Changed/SchemeAdministratorCessation/Name/Organisation	anisation
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:PSOstringType	
	Length	Min 1 character – Max 255 characters	
Validation / Processing		Pre-condition	Post-condition
		1. Mandatory if you are notifying the cessation of	
		a Scheme Administrator and 'Scheme	
		Administrator' is an 'organisation'	
		2. Must not be completed if 'Scheme	
		Administrator' is an 'individual'	

45. Scheme Administrator ID	AmendSchemeDetails/Changed/SchemeAdministratorCessation/AdministratorID	s and format XML	Mandatory / Optional Optional	Data Type PensionCore:AdministratorIDType	Length 8 characters	Validation / Processing Pre-condition Pre-condition	Aust be 'A' followed by 7 numbers Mandatory if you are notifying the cessation of a Scheme Administrator
45. Scheme	X-Path	Structure and format				Validation / Pr	Must be 'A' follo

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Scheme Administrator Address

46. Address			
X-path	AmendSchemeDetails/Changed/Scheme/	s/Changed/SchemeAdministratorCessation/Address/Line	ne
Structure and format		XWIT	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:AddressType	
	hpue	Min 2 lines – Max 4 lines	
	רכופון	Min 1 character – Max 35 characters	
Validation / Processing		Pre-condition	Post-condition
		Mandatory if you are notifying the cessation of a Scheme Administrator	

	ostCode					Post-condition	
	s/Changed/SchemeAdministratorCessation/Address/PostCode	XML	Optional	PensionCore:AddressType	Min 1 character – Max 8 characters	Pre-condition	
	AmendSchemeDetails/Changed/Schem		Mandatory/Optional Optional	Data Type	Length		
47. Postcode	X-path	Structure and format				Validation / Processing	

48. Country			
X-path	AmendSchemeDetails/C	AmendSchemeDetails/Changed/SchemeAdministratorCessation/Address/Country	ıntry
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:AdministratorAddressType	
	Length	Min 1 character – Max 35 characters	
Validation / Processing	6	Pre-condition	Post-condition
The 'country' must be one of the following EU/EEA countries:	ne of the following	Mandatory if you are notifying the cessation of a Scheme Administrator	
Austria	 Liechtenstein 		
 Belgium 	 Lithuania 		
Cyprus	 Luxembourg 		
Czech Republic	 Malta 		
 Denmark 	 Norway 		
 Estonia 	 Poland 		
 Finland 	 Portugal 		
 France 	 Republic of Ireland 		
 Germany 	 Slovakia 		
Gibraltar	 Slovenia 		
• Greece	Spain		
 Hungary 	Sweden		
 Iceland 	 Switzerland 		
• Italy	 The Netherlands 		
 Latvia 	 United Kingdom 		

49. Date of Cessation			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/SchemeAdministratorCessation/CessationDate	Date
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	xsd:date	
	Length	10 characters	
Validation / Processing		Pre-condition	Post-condition
 CCYY-MM-DD Must be current date or earlier 	or earlier	Mandatory if you are notifying the cessation of a Scheme Administrator	

49.1 I understand that I r	nay be liable to a pen	49.1 I understand that I may be liable to a penalty if a false statement is made in this report, and that false statements may also lead to prosecution	hat false statements may also lead to prosecution
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/SchemeAdministratorCessation/CessationDate	ate
Structure and format		XWIT	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:YesType	
	Length	3 characters	
Validation / Processing		Pre-condition	Post-condition
Must be 'yes'		Mandatory if you are notifying the cessation of a	
		Scheme Administrator	

Notify a Change to your Client Reference for a Scheme Administrator

Data elements 50 to 53 form a repeatable set of details.

Data elements 50, 52 and 53 are mandatory if you are notifying a Change to your Client Reference for a Scheme Administrator

50. Scheme Administrator ID	or ID		
X-path	AmendSchemeDetails/Changed/ClientRefe	//Changed/ClientReference/AdministratorID	
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:AdministratorIDType	
	Length	8 characters	
Validation / Processing		Pre-condition	Post-condition
The first character should always be an ALPHA 'A' and the remaining 2-8 characters must be	always be an ALPHA characters must be		
numeric.			

51. Current Client's Reference	erence		
X-path	AmendSchemeDetails/Changed/ClientRef	s/Changed/ClientReference/CurrentReference	
Structure and format		XML	
	Mandatory/Optional Optional	Optional	
	Data Type	PensionCore:PSOstringType	
	Length	Min 1 character – Max 50 characters	
Validation / Processing		Pre-condition	Post-condition

52. New Client's Reference	тсе		
X-path	AmendSchemeDetails/Changed/ClientRef	s/Changed/ClientReference/NewReference	
Structure and format		XWL	
	Mandatory/Optional Optional	Optional	
	Data Type	PensionCore:PSOstringType	
	Length	Min 1 character – Max 50 characters	
Validation / Processing		Pre-condition	Post-condition

53. Date of Change			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/ClientReference/ChangeDate	
Structure and format		XML	
	Mandatory/Optional Optional	Optional	
	Data Type	xsd:date	
	Length	10 characters	
Validation / Processing		Pre-condition	Post-condition
CCYY-MM-DD			

Update other records

54. Withdrawn			
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/OtherRecords	
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	Enumeration	
	Length	N/A	
Validation / Processing		Pre-condition	Post-condition
May be any of the following: • Contracting Out	:bı		
The Pensions Regulator	tor		
Relief at Source			
• VAT			

55. Contracting Out Reference	erence		
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/OtherRecords/ContractingOut	
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	xsd:string	
	Length	Min 8 characters – Max 9 characters	
Validation / Processing		Pre-condition	Post-condition
The first character must be A, E or S	e A, E or S		
56. ECON Withdrawn - do not delete, coding my be completed	do not delete, coding	my be completed	
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/OtherRecords/ContractingOut/ECON	
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	xsd:string	
	Length	9 characters	
Validation / Processing		Pre-condition	Post-condition
1. Character 1 must be 'E'	E,	Must be completed if Contracting Out' is 'ECON'	
_	3,		
3. Character 3 – 8 must be numeric	be numeric		
4. Character 9 must be one of the following	one of the following		
alpha characters A, B, C, D, E, F, H, J, K,	, C, D, E, F, H, J, K,		
L, M, N, P, Q, R, T, W	, Xor Y		
5. Character 9 must not be one of the	be one of the		
following G, I, O, S, U, V or Z	, V or Z		

57. SCON Withdrawn – do not delete, coding my be completed	to not delete, coding	my be completed	
X-path	AmendSchemeDetails	AmendSchemeDetails/Changed/OtherRecords/ContractingOut/SCON	
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	xsd:string	
	Length	9 characters	
Validation / Processing		Pre-condition P	Post-condition
1. Character 1 must be 'S'	23	Must be completed if Contracting Out' is 'SCON'	
2. Character 2 must be one of the following	ne of the following		
numbers: 0, 1, 2, 4, 6 or 8	or 8		
3. Characters 3 – 8 must be numeric	: be numeric		
4. Character 9 must be one of the following	ne of the following		
alpha characters: A, B, C, D, E, F, H, J, K,	, C, D, E, F, H, J, K,		
L, M, N, P, Q, R, T, W, X or Y	, X or Y		
5. Character 9 must not be G, I, O, S, U, V or	be G, I, O, S, U, V or		
Z			

	lete , coaing i	58. ASCN Withdrawn – do not delete , coding my be completed	
	chemeDetails	AmendSchemeDetails/Changed/OtherRecords/ContractingOut/ASCN	
Structure and tormat		XML	
Mandato	Mandatory/Optional	Optional	
Data Type	oe.	xsd:string	
Length		8 characters	
Validation / Processing		Pre-condition	Post-condition
 Character 1 must be alpha with a value of 'A' Character 2 must be '7' Characters 3 – 8 must be numeric 	alue of	Must be completed if Contracting Out' is 'ASCN'	

59. Withdrawn

60. Reliet at Source Reference	erence		
X-path	AmendSchemeDetail	AmendSchemeDetails/Changed/OtherRecords/ReliefAtSourceReference	
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	xsd:string	
	Length	5 characters	
Validation / Processing		Pre-condition	Post-condition
 Character 1 must be alpha Characters 2 – 5 must be numeric 	alpha t be numeric		
61. VAT Registration Number	ımber		
X-path	AmendSchemeDetail	AmendSchemeDetails/Changed/OtherRecords/VATReference	
Structure and format		XML	
	Mandatory/Optional	Optional	
	Data Type	PensionCore:PSOstringType	
	Length	9 characters	
Validation / Processing		Pre-condition	Post-condition