HM Revenue & Customs

Pension Schemes Online

Amend Scheme Details

Business Validation Rules

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-path	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: • NNNNNNNNRC • Characters 1 – 8 must be numeric • Character 9 must be 'R' • Character 10 is an alpha but must not be I, O or U		

2. Pension Scheme Name	
X-path	AmendSchemeDetails/SchemeDetails/SchemeName
Structure and format	XML
Mandatory/Optional	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 Withdrawn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

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

Validation / Processing	Pre-condition	Post-condition

5.	Withdrawn

6.	Withdrawn

7.	Withdrawn

8.	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/Changed/UpdateSchemeEstablisher/CurrentDetails/Individual/Ttl
Structure and format	XML
Mandatory/Optional	Optional
Data Type	TitleType
Length	Min 1 character – Max 4 characters

Validation / Processing	Pre-condition	Post-condition

11. Forename(s)	
X-path	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/CurrentDetails/Individual/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
	1. Mandatory if 'Current Scheme Establisher/Sponsor' is an 'individual' 2. Must not be completed if 'Current Scheme Establisher/Sponsor' is an 'organisation'	

12. Surname

X-path	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/CurrentDetails/Individual/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
	1. 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/Changed/UpdateSchemeEstablisher/CurrentDetails/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' 2. Must not be completed if 'Current Scheme Establisher/Sponsor' is an 'individual'	

Current Scheme Establisher/Sponsor Address

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

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

16. Country		
X-path	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/CurrentDetails/Address/Country	
Structure and format	XML	
	Mandatory/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/UpdateSchemeEstablisher/NewDetails/Individual/Ttl
Structure and format	
	XML
Mandatory/Optional	Optional
Data Type	TitleType
Length	Min 1 character – Max 4 characters

Validation / Processing	**Pre-condition**	**Post-condition**

18. Forename(s)

X-path	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/NewDetails/Individual/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**
	1. 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/Changed/UpdateSchemeEstablisher/NewDetails/Individual/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**
	1. Mandatory if 'Establisher/Sponsor new Name' is an 'Individual' 2. Must not be completed if 'Establisher/Sponsor new Name' is an 'organisation'	

Scheme Establisher/Sponsor new Name (Organisation)

20. Organisation Name

X-path	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**
	1. Mandatory if 'Establisher/Sponsor new Name' is an 'organisation' 2. Must not be completed if 'Establisher/Sponsor new Name' is an 'individual'	

Scheme Establisher/Sponsor New Address

21. Address

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

22. Postcode

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

23. Country

X-path	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/NewDetails/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**

24. Date of change

X-path	AmendSchemeDetails/Changed/UpdateSchemeEstablisher/ChangeDate	
Structure and format	XML	
	Mandatory/Optional	Optional
	Data Type	xsd:date
	Length	10 characters
Validation / Processing	**Pre-condition**	**Post-condition**
CCYY-MM-DD		

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	AmendSchemeDetails/Changed/NewSchemeEstablisher/Name/Individual/Ttl	
Structure and format	XML	
	Mandatory/Optional	Optional
	Data Type	TitleType
	Length	Min 1 character – Max 4 characters
Validation / Processing	**Pre-condition**	**Post-condition**

26. Forename(s)		
X-path	AmendSchemeDetails/Changed/NewSchemeEstablisher/Name/Individual/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**
	1. Mandatory if 'New Scheme Establisher/Sponsor Name' is an 'individual' 2. Must not be completed if 'New Scheme Establisher/Sponsor' is an 'organisation'	

27. Surname	
X-path	AmendSchemeDetails//Changed/NewSchemeEstablisher/Name/Individual/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**
	1. 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	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**
	1. Mandatory if 'New Scheme Establisher/Sponsor Name' is an 'organisation' 2. Must not be completed if 'New Scheme Establisher/Sponsor' is an 'individual'	

HM Revenue & Customs
Amend Scheme Details

New Scheme Establisher/Sponsor Address

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

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

31. Country		
X-path	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		
X-path	AmendSchemeDetails/Changed/NewSchemeEstablisher/StartDate	
Structure and format	XML	
	Mandatory/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/SchemeEstablisherCessation/Name/Individual//Ttl	
	XML	
	Mandatory/Optional	Optional
	Data Type	TitleType
	Length	Min 1 character – Max 4 characters

Validation / Processing	**Pre-condition**	**Post-condition**

34. Forename(s)

X-path	AmendSchemeDetails/Changed/SchemeEstablisherCessation/Name/Individual//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
	1. Mandatory if 'Scheme Establisher/Sponsor Name' is an 'individual' 2. Must not be completed if 'Scheme Establisher/Sponsor Name' is an 'organisation'	

35. Surname

X-path	AmendSchemeDetails/Changed/SchemeEstablisherCessation/Name/Individual//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
	1. Mandatory if 'Scheme Establisher/Sponsor Name' is an 'individual' 2. Must not be completed if 'Scheme Establisher/Sponsor Name' is an 'organisation'	

Scheme Establisher/Sponsor Name (Organisation)

36. Organisation Name	
X-path	AmendSchemeDetails/Changed/SchemeEstablisherCessation/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**
	1. Mandatory if 'Scheme Establisher/Sponsor Name' is an 'organisation' 2. Must not be completed if 'Scheme Establisher/Sponsor Name' is an 'individual'	

Scheme Establisher/Sponsors Address

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

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

39. Country

X-path	AmendSchemeDetails/Changed/SchemeEstablisherCessation/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**

40. Date of Cessation

X-path	AmendSchemeDetails/Changed/SchemeEstablisherCessation/CessationDate	
Structure and format	XML	
	Mandatory/Optional	Optional
	Data Type	xsd:date
	Length	10 characters
Validation / Processing	**Pre-condition**	**Post-condition**
1. Must be in the format CCYY-MM-DD
2. Must be current date 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/SchemeAdministratorCessation/Name/Individual/Ttl	
Structure and format	XML	
	Mandatory/Optional	Optional
	Data Type	TitleType
	Length	Min 1 character – Max 4 characters
Validation / Processing	**Pre-condition**	**Post-condition**

42. Forename(s)

X-path	AmendSchemeDetails/Changed/SchemeAdministratorCessation/Name/Individual/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**
	1. Mandatory if you are notifying the cessation of a Scheme Administrator and 'Scheme Administrator' is an 'individual' 2. Must not be completed if 'Scheme Administrator' is an 'organisation'	

43. Surname

X-path	AmendSchemeDetails/Changed/SchemeAdministratorCessation/Name/Individual/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**
	1. Mandatory if you are notifying the cessation of a Scheme Administrator and 'Scheme Administrator' is an 'individual' 2. Must not be completed if 'Scheme Administrator' is an 'organisation'	

Scheme Administrator Name (Organisation)

44. Organisation Name

X-path	AmendSchemeDetails/Changed/SchemeAdministratorCessation/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
	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

X-Path	AmendSchemeDetails/Changed/SchemeAdministratorCessation/AdministratorID
Structure and format	XML
Mandatory / Optional	Optional
Data Type	PensionCore:AdministratorIDType
Length	8 characters

Validation / Processing	Pre-condition	Post-condition
Must be 'A' followed by 7 numbers	Mandatory if you are notifying the cessation of a Scheme Administrator	

Scheme Administrator Address

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

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

48. Country

X-path	AmendSchemeDetails/Changed/SchemeAdministratorCessation/Address/Country
Structure and format	XML
Mandatory/Optional	Optional
Data Type	PensionCore:AdministratorAddressType
Length	Min 1 character – Max 35 characters

Pre-condition	Post-condition
Mandatory if you are notifying the cessation of a Scheme Administrator	

Validation / Processing

The 'country' must be one of the following EU/EEA countries:

- Austria
- Belgium
- Cyprus
- Czech Republic
- Denmark
- Estonia
- Finland
- France
- Germany
- Gibraltar
- Greece
- Hungary
- Iceland
- Italy
- Latvia
- Liechtenstein
- Lithuania
- Luxembourg
- Malta
- Norway
- Poland
- Portugal
- Republic of Ireland
- Slovakia
- Slovenia
- Spain
- Sweden
- Switzerland
- The Netherlands
- United Kingdom

49. Date of Cessation

X-path	AmendSchemeDetails/Changed/SchemeAdministratorCessation/CessationDate
Structure and format	XML
Mandatory/Optional	Optional
Data Type	xsd:date
Length	10 characters

Pre-condition	Post-condition
Mandatory if you are notifying the cessation of a Scheme Administrator	

Validation / Processing

1. CCYY-MM-DD
2. Must be current date or earlier

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

X-path	AmendSchemeDetails/Changed/SchemeAdministratorCessation/CessationDate
Structure and format	
	Mandatory/Optional	Optional
	Data Type	PensionCore:YesType
	Length	3 characters

Validation / Processing		**Post-condition**	
Must be 'yes'			

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	
X-path	AmendSchemeDetails/Changed/ClientReference/AdministratorID
Structure and format	
	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 numeric.				

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

Validation / Processing	**Pre-condition**		**Post-condition**	

52. New Client's Reference

X-path	AmendSchemeDetails/Changed/ClientReference/NewReference
Structure and format	XML
Mandatory/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/Changed/ClientReference/ChangeDate
Structure and format	XML
Mandatory/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/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
- The Pensions Regulator
- Relief at Source
- VAT

55. Contracting Out Reference

X-path	AmendSchemeDetails/Changed/OtherRecords/ContractingOut
Structure and format	
	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		

56. ECON Withdrawn – do not delete, coding my be completed

X-path	AmendSchemeDetails/Changed/OtherRecords/ContractingOut/ECON
Structure and format	
	Mandatory/Optional	Optional
	Data Type	xsd:string
	Length	9 characters

Validation / Processing	Pre-condition	Post-condition
1. Character 1 must be 'E' 2. Character 2 must be '3' 3. Character 3 – 8 must be numeric 4. Character 9 must be one of the following alpha characters A, B, C, D, E, F, H, J, K, L, M, N, P, Q, R, T, W, X or Y **5.** Character 9 must not be one of the following G, I, O, S, U, V or Z	Must be completed if Contracting Out' is 'ECON'	

57. SCON Withdrawn – do not delete , coding my be completed

X-path	AmendSchemeDetails/Changed/OtherRecords/ContractingOut/SCON
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 'S' 2. Character 2 must be one of the following numbers: 0, 1, 2, 4, 6 or 8 3. Characters 3 – 8 must be numeric 4. Character 9 must be one of the following alpha characters: A, B, C, D, E, F, H, J, K, L, M, N, P, Q, R, T, W, X or Y **5.** Character 9 must not be G, I, O, S, U, V or Z	Must be completed if Contracting Out' is 'SCON'	

58. ASCN Withdrawn – do not delete , coding my be completed

X-path	AmendSchemeDetails/Changed/OtherRecords/ContractingOut/ASCN
Structure and format	XML
	Mandatory/Optional	Optional
	Data Type	xsd:string
	Length	8 characters

Validation / Processing	Pre-condition	Post-condition
1. Character 1 must be alpha with a value of 'A' 2. Character 2 must be '7' **3.** Characters 3 – 8 must be numeric	Must be completed if Contracting Out' is 'ASCN'	

59. Withdrawn

60. Relief at Source Reference

X-path	AmendSchemeDetails/Changed/OtherRecords/ReliefAtSourceReference	
Structure and format	XML	
	Mandatory/Optional	Optional
	Data Type	xsd:string
	Length	5 characters
Validation / Processing	**Pre-condition**	**Post-condition**
1. Character 1 must be alpha 2. Characters 2 – 5 must be numeric		

61. VAT Registration Number

X-path	AmendSchemeDetails/Changed/OtherRecords/VATReference	
Structure and format	XML	
	Mandatory/Optional	Optional
	Data Type	PensionCore:PSOstringType
	Length	9 characters
Validation / Processing	Pre-condition	**Post-condition**