



Pension Schemes Online

Change of Scheme Administrator / Practitioner Details

Response Messages

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1. About this document

HMRC will use the following default values within the error structure when parser errors are located.

On submission the message is tested against the XML schema by the parse. XML that successfully passes through the parse will then be tested against the GovRules, which test the cross-field validation.

This document identifies every element in the business validation rules. In all cases a parse error will be generated if the submission fails at parse level. If there is no specific cross-field validation for an element it is simply noted 'Parse error'. Where there is a cross-field validation the error and error message only is detailed.

Element	Description and Value
RaisedBy	HMRC-ERIC
Number	5012 – all errors caused by schema validation 6010 – all errors from badly-formed XML
Type	business
Text	Default text from Parser
Location	Line and position number from the Parser

2. Response Messages

Scheme Administrator / Practitioner Details

Either the Scheme Administrator ID or the Practitioner ID must be present – not both

1. Scheme Administrators ID	
Error	Parser

2. Practitioners ID	
Error	Parser

Is it a change of -Data item withdrawn

At least one or more groups of the following data items must be completed:

- Change of Name - data items 5-11
- Change of Address - data items 12-17
- Change of e-mail address - data items 18-19
- Change of Telephone number - data items 20-21

Is it a change of	
Error Number	
Error	None of the following data items have changed: Name, Address, Email, Telephone, Communication
Response Message	A change of at least one of the following fields must be specified: Name, Address, Email, Telephone, Communication

Change of Name

Current name- Only Individual details OR Organisation Name can be sent at a time, they cannot be sent together

If you have pre-registered as an Individual you cannot change to an Organisation. If you have pre-registered as an Organisation you cannot change to an Individual. You will need to pre-register again if you want to submit as either an Individual or Organisation.

Change of Name	
Error Number	601504
Error	Date items 3, 4 and 5 (Individual details) were completed but data Item 10 'Organisation Name' was completed for new name
Error message	[MSG ChangeScheme AdministratorPractitionerDetails 'Change of Name']You must not change Individual details to Organisation details. You must pre-register as an Organisation.
Error Number	601503
Error	Date item 6 (Organisation name) was completed but data Items 7,8 and 9 '(Individual details) were completed for new name
Error message	[MSG ChangeScheme AdministratorPractitionerDetails 'Change of Name'] You must not change Organisation details to Individual details. You must pre-register as an Individual.

4. Title	
Error	Parser level

5. Forename(s)	
Error	Parser level

6. Surname	
Error	Parser level

7. Organisation Name	
Error	Parser level

New Name- Only Individual details OR Organisation Name can be sent at a time, they cannot be sent together

8. Title	
Error	Parser level

9. Forename(s)	
Error	Parser level

10. Surname	
Error	Parser level

11. Organisation Name	
Error	Parser level

Change of address

Change of address	
Error Number	601502
Error	Data item 17 (Country) was completed with "United Kingdom" but data Item 16 (UK Postcode) was not completed
Error message	[MSG ChangeScheme AdministratorPractitionerDetails 'Change of Address']A UK Postcode must be supplied when the address is in the United Kingdom

Current address

12. Address	
Error	Parser level

13. UK Postcode	
Error	Parser level

14. Country	
Error	Parser
Error Number	601501
Error	Scheme Administrator ID [BVR Data item 1] is completed and the change of country is not one of the EU/EEA countries.
Error Message	[ChangeScheme AdministratorPractitionerDetails 14] Country specified for the Scheme Administrator is not one of the EU/EEA countries.

New Address

15. Address	
Error	Parser level

16. UK Postcode	
Error	Parser level

17. Country	
Error	Parser level
Error Number	601501
Error	Scheme Administrator ID [BVR Data item 1] is completed and the change of country is not one of the EU/EEA countries.
Error Message	[ChangeScheme AdministratorPractitionerDetails 17] Country specified for the Scheme Administrator is not one of the EU/EEA countries.

e-mail address – add or change

18. Current e-mail address	
Error	Parser level

19. New e-mail address	
Error	Parser level

Change of telephone number

20. Current Telephone Number	
Error	Parser level

21. New Telephone Number	
Error	Parser level

Change of Preferred Communication Channel

22. Do you require paper notices and reminders?	
Error Number	
Error	'yes' and (data item 18) 'Current e-mail address' is absent and (data item 19) 'New e-mail address' is present
Error Message	Must be 'no' if (data item 18) 'Current e-mail address' is absent and (data item 19) 'New e-mail address' is present
Error Number	
Error	'yes' and (data item 18) 'Current e-mail address and (data item 19) 'New e-mail address' are present
Error Message	Must be 'no' if both (data item 18) 'Current e-mail address' and (data item 19) 'New e-mail address' are present
Error Number	
Error	'no' and (data item 18) 'Current e-mail address' is present and (data item 19) 'New e-mail address' is absent
Error Message	Must be 'yes' if (data item 18) 'Current e-mail address' is present and (data item 19) 'New e-mail address' is absent

23. Do you want all your Relief at Source records updated with these new details?	
Error	Parser level