

Mr R Bremner
38 Friary Road
Wraysbury
Staines-Upon-Thames
TW19 5JP

Customer Contact Centre
0345 880 0409

Scheme Number
0775720

Your Reference
6290546105

3 March 2020

Dear Mr Bremner

Re: 0775720 – Project Framing Limited SSAS Fund

Please find enclosed correspondence in respect of The Trustees of Project Framing Limited SSAS Fund.

Yours sincerely



Milind Dhuru
Operations Director



PHOENIX LIFE

LYNCH WOOD PARK
LYNCH WOOD
PETERBOROUGH
PE2 6FY

WWW.PHOENIXLIFE.CO.UK

Private & Confidential

The Trustees of Project Framing Limited
SSAS Fund
38 Friary Road
Wraysbury
Staines-Upon-Thames
TW19 5JP

Customer Contact Centre

0345 880 0409

Scheme Number

0775720

Your Reference

101965695A

Contact Name

The Trustees of Project Framing
Limited SSAS Fund

3 March 2020

Dear Sir or Madam

Re: **0775720 - Project Framing Limited SSAS Fund**

We have enclosed the following documents with information for the above scheme, in respect of the scheme year commencing 1 June 2020.

- General member data records
- Scheme membership statistics
- Additional scheme member statistics
- Scheme data quality

The member data record enclosed details the data we currently hold in respect of scheme members, show where the gaps in data exist, and indicate what percentage of data we currently hold.

You will, of course, be aware that the Pensions Regulator has issued guidance for scheme trustees and administrators in relation to scheme and member data, and record keeping. For the core data which they believe is vital for scheme administration, they expect you to have:

- **95%** complete and accurate records of that data where the data item was relevant before June 2010, and
- **100%** complete and accurate records of that data where the data item became relevant from or after June 2010.

We can hold this data on your behalf if you supply it to us, and we will then give you the opportunity to make adjustments and corrections as part of your annual renewal process.

If you fail to meet the standards required by the Pensions Regulator, you may be liable to regulatory action.

What you need to do

see overleaf

Member Data Records

Scheme reference:

0775720

Scheme name:

Project Framing Limited SSAS Fund

Renewal date:

01/06/2020

Note: * The additional information column contains further data where applicable for the member.

- E an earmarking order has been made
- EP member has enhanced protection
- L member has a lifestyle investment strategy
- PP member has primary protection
- PS member has had a pension sharing order
- FP member has fixed protection
- T member has transferred in benefits
- A member is an annuitant

If there have been any scheme leavers please enter the date the member left the scheme in the 'Date of leaving' column
Please tick box if there is no change to the member record details year commencing 1 June 2020 ☐

If the percentage shown in the box above is less than 100%, you should make reasonable efforts to obtain missing data.

The current information for each member is shown below. If there are any changes to the information, please enter the details in the relevant row(s)/column(s).

Amount of required data currently held : 98.67%

Legacy Data Pre June 2010 Scheme joiners

	Member	Plan number(s)	Surname	Forename (s) or initial(s)	Gender	Date of birth	NI number	Address	Post code	Membership status	Date pensionable service started	Date joined scheme	Date joined employing company	Expected retirement date	Additional information *	Date of leaving
No. of data items expected	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	0
No. of missing items	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Data target	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%
Achieved	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

All Data

	Member	Plan number(s)	Surname	Forename (s) or initial(s)	Gender	Date of birth	NI number	Address	Post code	Membership status	Date pensionable service started	Date joined scheme	Date joined employing company	Expected retirement date	Additional information *	Date of leaving
No. of data items expected	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	0
No. of missing items	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Data target	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

Signature of trustee(s)	Print name	Date

Please return the completed member data record to:

Phoenix Life
 Lynch Wood Park
 Lynch Wood
 Peterborough
 PE2 6FY

General Scheme Numeric Data

Scheme Membership Statistics

Scheme reference: 0775720
Scheme name: Project Framing Limited SSAS Fund
Renewal date: 01/06/2020

The current information for each member is shown below.

Member category	Total members in category	Member status				
		Active	Deferred	Pension in payment	(Member pension)	(Spouse/dependant/civil partner pension)
CAT/ SCH/26121021/01	2	0	2	0	0	0
Total	2	0	2	0	0	0

Additional Scheme Member Statistics

Scheme reference: 0775720

Scheme name: Project Framing Limited SSAS Fund

Renewal date: 01/06/2020

Number of active and deferred members with a lifestyle investment strategy: 0

Number of active and deferred members who have payments of AVC's recorded: 0

Number of active members with a transfer in recorded: 0

Number of members who have had a pension sharing order: 0

Number of members with an earmarking order: 0

Number of members with fixed, primary and/or enhanced protection: 0

Scheme Data & Transaction Quality Report as at 01/06/2020

Scheme Membership Statistics

Scheme reference:	0775720
Scheme name:	Project Framing Limited SSAS Fund
Renewal date:	01/06/2020

This report provides an overview of the quality of the records which we hold in relation to your scheme. Where action is needed to improve the quality of these records an outline of that action is included.

Data item	Quality Check	Number of data items	Number of data errors	Notes
Membership status	The record for all members contains a current valid status	2	0	Quality check passed
Active records	The record for an active member does not contain a date of leaving	0	0	Quality check passed
Deferred records	The record for deferred members contains a valid date of leaving	2	2	
Date joined employing company	The record of all members contains a valid date of joining the employing company	2	0	Quality check passed

