

## NEWSLETTER – QROPS

The QROPS Online Filing Service will be introduced in December 2013. The HMRC has issued the following guidance in this respect:

### **Update on QROPS for scheme administrators of UK registered pension schemes**

Scheme administrators have to report transfers to qualifying recognised overseas pension schemes (QROPS). Changes to the QROPS regime are being introduced that will affect the trustees' obligations.

### **Changes to the APSS 262 and APSS 263 forms**

APSS262 and 263 are forms that are used to report a transfer to a QROPS to HMRC and for members to give scheme administrators information about the transfer. HMRC have made some changes to these forms as a result of the introduction of SI 2013/1742 and in preparation for the release of the QROPS online filing service in December 2013. These changes are summarised below:

#### **APSS 262**

1. removed SF reference field at question 3
2. extended the notes at question 5 to allow the customer to provide any HMRC reference number they may have if they are not entitled to a NINO.
3. changed the requirement for a year of birth to the members full date of birth
4. included a new question to ask for the date the member left the UK if their principal residential address is overseas.
5. removed the requirement to provide the address of the QROPS to which the transfer is being made.
6. removed the requirement to provide details of the individual you have been corresponding with if that person is not the scheme manager.
7. included a new question to ask for the QROPS Scheme Manager ID
8. changed the declaration to allow a practitioner to complete the APSS262 on behalf of the scheme administrator.

#### **APSS 263**

1. extended the notes at question 2 to allow the customer to provide any HMRC reference number they may have if they are not entitled to a NINO.
2. included a new question to ask for the date the member left the UK if their principal residential address is overseas.
3. included a new question to ask for the QROPS Scheme Manager ID

### **QROPS Scheme Manager ID**

The 'QROPS Scheme Manager ID' is a unique number that will be allocated to each QROPS scheme manager within the new QROPS online filing system. HMRC will be writing to all QROPS scheme managers to tell them their number before the IT system is available to customers in December 2013. If trustees are completing an APSS 262 and APSS 263 form between 12 August and December 2013, the answer to this question may be left blank.

### **New QROPS online service to launch in December**

From December 2013, QROPS scheme managers will be able to use a new electronic service to send HMRC information about their QROPS. HMRC will be writing to all current QROPS scheme managers with further information before the system goes live.

### **Changes to Pension Schemes Online for transfers to QROPS**

From December changes are also being made to Pension Schemes Online for UK scheme administrators and practitioners. This means that the information required on transfers to QROPS may be sent electronically.

### **Gill Baynes (Director)**

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