

AIRWAYS PENSION SCHEME (APS) TRANSFER OUT TO UK REGISTERED SCHEME INFORMATION PACK

Under the Scheme rules, if you have left active membership of the Scheme by either leaving the company or having [opted-out](#), you are permitted to transfer your earned APS pension and AVC benefits to another provider at any time before to drawing your pension benefits. If you require a transfer value (CETV), please contact British Airways Pensions. You should ensure that you both read this information pack and provide it to the financial adviser helping you with your considerations. There's a dedicated section '[Information for IFAs](#)' which contains lots of useful information for your financial adviser, www.mybapension.com/aps.

This pack provides you with information about:

1. The transfer options available
2. Transfer Requirements
3. Transfer Timescales
4. What help, advice and guidance is available and where to find it
5. Pension Scams
6. How to proceed with a transfer to a UK pension arrangement

If you wish to investigate a transfer of your AVCs only, please refer to the AVC-Only Transfer Out pack on the '[Forms](#)' page of our website, www.mybapension.com/aps.

1. Transfer options

A transfer of part or all of your earned APS pension and AVC benefits may be made to another registered pension scheme in the UK or to a qualifying overseas pension scheme (known as a QROPS – Qualifying Recognised Overseas Pension Schemes). This pack details the process and requirement for transferring to a UK-Registered Pension Arrangement. Partial transfer out options are available subject to qualifying conditions, to find out more information, please read the "Can I take a partial transfer out" on the "Scheme Information" page of our website. Visit: www.mybapension.com/aps/scheme/can-i-take-a-partial-transfer-out.

Should you wish to transfer to a QROPS, please refer to the Transfer Out to an overseas scheme (QROPS) information pack for details of the process and requirements for transferring to a QROPS.

Under government rules introduced in 2015, you may be able to access more of your pension benefits as cash from age 55. You will need to transfer your benefits out of APS to a defined contribution (DC) arrangement offering the new flexibilities to access them in this way. Please note only a quarter (25%) of any lump sum accessed externally through the flexibility provisions can be taken tax-free. You will pay tax on the rest as earned income, and it is likely that the external provider will require you to pay charges. If your total benefits are greater than the standard Lifetime Allowance, how you access your cash flexibly will be limited. You should discuss this with your IFA.

The four main options offered by external pension providers under the flexible access provisions are annuity, flexi-access drawdown, taking several cash sums at different stages or taking the entire pot in one go.

These options have different features, different rates of payment, different charges and different implications. The Pensions Regulator (TPR) has also published important '[Retirement risk warnings](#)' associated with accessing benefits under the new DC flexibility provisions. A copy of these is available via the above link or on the 'Forms' section on the Scheme website. Please ensure that you read and understand the different benefits and risks under each option.

Money Purchase Annual Allowance (MPAA) limit

If you choose to transfer your APS pension benefits to an external arrangement to access your benefits flexibly; as soon as benefits are accessed in this way, an MPAA of £4,000 a year will immediately apply for all future DC pension savings. If this limit is exceeded, a tax charge will be due on the excess savings over £4,000, and the Annual Allowance for any defined benefit pension scheme savings will reduce to £36,000 a year. Your Annual Allowance may be lower if you are also affected by the Tapered Annual Allowance.

2. Transfer requirements

You must get regulated independent financial advice, from a Financial Conduct Authority (FCA) authorised adviser before transferring to a DC arrangement that offers flexible access under the Government's pension freedom rules. This applies if the cash equivalent value of your APS pension (also known as 'Defined Benefits (DB)' or 'Safeguarded Benefits') exceeds £30,000.

Your Adviser is required to complete the enclosed FCA-authorized advice form (which you must also sign) to confirm that you have received appropriate advice concerning the possible transfer of your APS pension benefits to another arrangement.

While not a requirement for transfers to a DC arrangement of less than £30,000, the APS Trustee strongly recommends that independent financial advice is taken before making any decisions about your pension benefits, including transferring.

If you decide to proceed with a transfer after considering all the options, both you and the receiving scheme will also be required to sign our indemnity form, which you will find later in this information pack.

3. Transfer timescales

Since transferring benefits may require you to obtain independent financial advice (see section 2), consider options, complete transfer indemnity forms may require the recalculation of your transfer value, it is important to recognise that the process of transferring is likely to take many weeks.

4. What help, advice and guidance is available to you and other useful information

The Pension Regulator (TPR), the Financial Conduct Authority (FCA) and the Money and Pensions Service (MAPS) provide information that may assist you in considering a transfer. The FCA, TPR and The Pensions Advisory Service (TPAS) have jointly produced this letter highlighting the key issues you should consider if you are thinking about transferring your pension out of APS, including where to find impartial information to help you to make the right choice. Click [here](#) or on the letter image to read it.

Please also read the '[Latest guidance on pension transfers from TPAS, TPR & the FCA](#)', prepared jointly by TPR, the FCA, and The Pensions Advisory Service. It contains important information on points you should consider before making a decision and where to go for impartial guidance.



Financial Advice

The following websites can help you find suitable FCA authorised independent financial advisers in your area:

www.findanadviser.org

www.unbiased.co.uk

www.vouchedfor.co.uk

You will need to meet the cost of the financial advice provided.

The Pension Advice Allowance (PAA)

It's important to get financial advice before making decisions about your pension so that you make the right decisions for you and your family. You can now use your APS additional voluntary contributions (AVCs) to pay for retirement financial advice. This is known as the Pension Advice Allowance.

- More information, including how to apply for the allowance, can be found on the '[Financial Advice](#)' page.
- You can use the allowance once in any tax year up to a total of three times overall. With each use, you can draw up to a maximum of £500.
- The allowance must be paid directly by APS to your financial adviser, who must be registered with the FCA - we can't pay the allowance directly to you.

For further details about the PAA, or to apply for a PAA payment to be made from your AVCs, download our online [Pension Advice Allowance \(PAA\) pack](#).

Pension Wise

You can also make use of the free and impartial guidance available through the Government's 'Pension Wise' campaign which can be accessed online (www.pensionwise.gov.uk), over the telephone (from The Pensions Advisory Service 0300 123 1047) or face-to-face (from various [Citizen's Advice Bureaux](#)). We have included a letter in this pack from the Government explaining what the service offers. Individuals can book a free appointment with a trained guidance specialist, and it is advised that you register your interest early to secure an appointment.

Please note that Pension Wise provides guidance to options available but is **not** a substitute for FCA authorised independent financial advice.

5. Pension scams

Your pension savings are at risk of being targeted by criminals. Their methods are increasingly sophisticated and have resulted in individuals losing their pension savings or facing severe tax consequences.

The Pensions Regulator (TPR) and the Financial Conduct Authority (FCA) have launched a joint campaign called **ScamSmart**. You should read and consider carefully the "Don't let a scammer enjoy your retirement" leaflet enclosed with this pack before you decide to transfer.

We also recommend you read and consider carefully the following:

- Visit the FCA's ScamSmart website at: www.fca.org.uk/scamsmart
- The FCA's guidance about how to avoid and [protect yourself from scams](#).
- '[Questions](#)' to ask the financial adviser of any increased risks associated with how to access the pension fund.
- The Pension Wise website contains useful information on '[How to avoid a pension scam.](#)'
- The Money Advice Service also provides useful information on '[How to spot a pension scam.](#)'
- Check the [FCA Financial Services Register](#) to check if a firm you are using or plan to do business with is authorised by the FCA. If you have any concerns regarding a firm or individual, you can check the FCA list of [Unauthorised firms and individuals](#). Please note this list is not exhaustive and if you have any concerns about a firm or individual you should contact the [FCA consumer helpline](#).

Other Useful addresses

www.thepensionsregulator.gov.uk

www.pensionsadvisoryservice.org.uk/

www.fca.org.uk/

www.moneyandpensionservice.org.uk/

Don't let a scammer enjoy your retirement



Find out how pension scams work, how to avoid them and what to do if you suspect a scam.



Scammers can be articulate and financially knowledgeable, with credible websites, testimonials and materials that are hard to distinguish from the real thing. Scammers design attractive offers to persuade you to transfer your pension pot to them or to release funds from it. It is then invested in unusual and high-risk investments like overseas property, renewable energy bonds, forestry, storage units, or simply stolen outright.

Scam tactics include:



- contact out of the blue



- promises of high / guaranteed returns



- free pension reviews



- access to your pension before age 55



- pressure to act quickly

If you suspect a scam, report it

- Report to the Financial Conduct Authority (FCA)
by contacting their Consumer Helpline on 0800 111 6768 or using the reporting form at www.fca.org.uk
- Report to Action Fraud
on 0300 123 2040 or at www.actionfraud.police.uk
- If you're in the middle of a transfer, contact your provider immediately and then get in touch with The Pensions Advisory Service (TPAS) at www.thepensionsadvisoryservice.org.uk

www.fca.org.uk/scamsmart

Four simple steps to protect yourself from pension scams

1

Reject unexpected offers

If you're contacted out of the blue about your pension, chances are it's high risk or a scam. Be wary of free pension review offers. A free offer out of the blue from a company you have not dealt with before is probably a scam. Fortunately, research shows that 95% of unexpected pension offers are rejected.*

2

Check who you're dealing with

Check the [Financial Services Register \(www.register.fca.org.uk\)](http://www.register.fca.org.uk) to make sure that anyone offering you advice or other financial services is FCA-authorized.

If you don't use an FCA-authorized firm, you also won't have access to the Financial Ombudsman Service or the Financial Services Compensation Scheme. So you're unlikely to get your money back if things go wrong. If the firm is on the FCA Register, you should call the Consumer Helpline on 0800 111 6768 to check the firm is permitted to give pension advice.

Beware of fraudsters pretending to be from a firm authorized by the FCA, as it could be what we call a 'clone firm'. Use the contact details provided on the FCA Register, not the details they give you.

3

Don't be rushed or pressured

Take your time to make all the checks you need – even if this means turning down an 'amazing deal'. Be wary of promised returns that sound too good to be true and don't be rushed or pressured into making a decision.

4

Get impartial information and advice

The [Pensions Advisory Service \(www.thepensionsadvisoryservice.org.uk\)](http://www.thepensionsadvisoryservice.org.uk) – Provides free independent and impartial information and guidance.

[Pension Wise \(www.pensionwise.gov.uk\)](http://www.pensionwise.gov.uk) – If you're over 50 and have a defined contribution (DC) pension, Pension Wise offers pre-booked appointments to talk through your retirement options.

Financial advisers – It's important you make the best decision for your own personal circumstances, so you should seriously consider using the services of a financial adviser. If you do opt for an adviser, be sure to use one that is regulated by the FCA and never take investment advice from the company that contacted you or an adviser they suggest, as this may be part of the scam.

Be ScamSmart with your pension. Check who you are dealing with.

www.fca.org.uk/scamsmart

*FCA Financial Lives



6. How to proceed with a transfer out to a UK pension arrangement

We have provided a checklist below to help with providing the correct documentation to complete a transfer to a pension arrangement in the UK.

Once we have all the required documentation and provided it is received within the guarantee period, the guaranteed CETV will be paid, usually within ten working days. If the guarantee period lapses, any subsequent CETV may be higher or lower than that previously quoted. If the CETV is lower, a revised quotation will be issued to confirm whether the transfer is still to proceed.

Transfer Out Indemnity Forms

Please note that discharge forms should be printed, completed by both you and the registered pension scheme under the Finance Act 2004, Part 4 - Chapter 2. If the receiving scheme is a Small Self-Administered Scheme (SSASs), please provide a copy of the Trust Deed and Scheme Rules, to omit these may result in a delay of the transfer. The forms should be returned to [BA Pensions](#).

Transfer Out to a UK pension arrangement

The following checklist covers transfers made within the UK

1.	Provide your IFA with:	
	Your guaranteed CETV and AVCs if applicable	<input type="checkbox"/>
	This transfer out information pack including the Information in section 6	<input type="checkbox"/>
2.	You have received & understood full details from the new arrangement detailing the alternative benefits to be secured in the new arrangement.	<input type="checkbox"/>
3.	You have read and accessed the financial guidance available from Pension Wise	<input type="checkbox"/>
4.	You have read the letter from tPR, FCA and TPAS	<input type="checkbox"/>
5.	You have read and understood the ' Retirement risk warnings ' & ' Latest guidance on transfers from TPAS, TPR and the FCA '.	<input type="checkbox"/>
6.	You have read & understood the enclosed 'Don't let a scammer enjoy your retirement' leaflet and have carefully considered the Pension Scams section of the transfer out to a UK registered scheme pack.	<input type="checkbox"/>
7.	You are aware of and understand the ScamSmart campaign launched by the Financial Conduct Authority and The Pension Regulator in respect of Pension Scams.	<input type="checkbox"/>
8.	You have received appropriate independent financial advice & both you and your adviser have completed the FCA-authorized advice form (for transfers of £30,000 or more)	<input type="checkbox"/>
9.	Return the relevant completed & signed member indemnity form (' FORM A ' for full transfer of benefits or ' FORM B ' for partial transfer)	<input type="checkbox"/>
10.	Return the completed & signed company indemnity form	<input type="checkbox"/>
11.	Return the completed & signed transfer payment instruction form (payment will be made via BACS in all cases)	<input type="checkbox"/>
12.	Send us a copy of the new arrangement's HMRC letter showing the Pension Scheme Tax Reference (PSTR)	<input type="checkbox"/>

Dear Sir or Madam,

Have you had your **free** appointment with Pension Wise?

Pension Wise is a free and impartial government service to help you understand what you can do with your pension money.

We offer telephone or face-to-face appointments with our highly-trained professionals to anyone aged over 50 with a defined contribution (personal or workplace) pension. You can also explore your pension options on our website.

You'll get:

- guidance on how to make the best use of your money
- information about tax when taking money from your pension
- tips on getting the best deal, including how to compare products, get financial advice and avoid scams

9 out of 10 people who have had a Pension Wise appointment would recommend it to friends and family, so book yours now. We're looking forward to hearing from you.

Yours faithfully



Jamey Johnson
Chief Officer, Pension Wise

Get your free appointment now

It's easy to book your appointment; just choose one of the following:

 0800 280 8880

 www.pensionwise.gov.uk

**AIRWAYS PENSION SCHEME (APS)
TRANSFER TO REGISTERED UK PENSION ARRANGEMENT
RECEIVING SCHEME INDEMNITY FORM**



Member Name:

Member Staff or Pension Number: Member NI No:

Member Address:

Transferring to a _____ (enter type of arrangement)

Name of arrangement _____

Arranged with: _____ (pension provider company name)

I enclose a copy of the receiving arrangement's HMRC registration/approval letter showing the Pension Scheme Tax Reference (PSTR)

Bank details of the receiving arrangement (all payments are made via BACS):

Sort Code: - -

Account No:

Receiving Arrangement Account Name: _____

Bank Name: _____

A summary of the benefits including the CETV to which the former member is entitled in APS has been provided and is dated within the three-month guarantee window/period.

We understand that if the indemnity forms are returned outside the guarantee period, the CETV will be recalculated and may be higher or lower than previously quoted.

Scheme members transferring 'safeguarded' pension benefits of £30,000 or more who wish to transfer benefits to access their benefits flexibly must first get appropriate independent financial advice, from a Financial Conduct Authority (FCA) authorised financial adviser. We confirm that the individual named above has received appropriate advice.

Equal treatment of Guaranteed Minimum Pensions (GMPs) for men and women

If the transfer out includes a GMP, any transfer value we pay now will be on the current, unadjusted basis. A further transfer payment may become due in the future regarding equal treatment of GMPs for men and women. By signing below, you agree to accept any further payment due in respect of the equalisation of GMP for the above-named Scheme member.

We agree to the above, duly authorised for and on behalf of:

Signed: _____ Date: _____

Name in Capitals: _____ Position in Company: _____

This form can be returned by post to British Airways Pensions, PO Box 2074, Liverpool, L69 2YL or by fax to 0208 538 2190

**AIRWAYS PENSION SCHEME (APS)
TRANSFER TO REGISTERED UK PENSION ARRANGEMENT**



FULL TRANSFER (FORM A) - MEMBER INDEMNITY FORM

Please complete 'FORM B' if you are transferring only a portion of your benefits under the Scheme.

Name: _____

Staff or Pension Number: _____

I wish to transfer all my BA pension scheme benefits, including any AVCs to a registered pension scheme	<input type="checkbox"/>
I do not want my AVCs to be included in this transfer	<input type="checkbox"/>
<small>(You are only entitled to a statutory partial transfer of your safeguarded DB benefits if certain conditions are met).</small>	
Arrangement in the UK run by: _____	
Receiving Scheme name: _____	
The receiving scheme is an: occupational pension scheme / personal pension <i>(Please delete as appropriate)</i>	

For transfers to occupational pension schemes:	<i>(Please confirm as appropriate)</i>
I confirm that the benefits to be provided with the receiving pension scheme comply with the conditions under the Occupational Pension Schemes (Contracting-out and Modification of Schemes) (Amendment) Regulations 2012.	<input type="checkbox"/>
I receive earnings that will allow me to obtain transfer credits within the receiving scheme	Yes <input type="checkbox"/> No <input type="checkbox"/>
OR	
For transfers to personal pension arrangements:	
I confirm that the receiving pension arrangement is approved under Chapter IV Part XIV of the Income & Corporation Taxes Act 1988.	<input type="checkbox"/>

For all transfers:	<i>(Please tick to confirm each item):</i>
I understand that future benefits payable may not be equal to, or in the same form as those that I or my dependents would otherwise have become entitled to from my BA pension scheme. It is my responsibility to ensure that the future benefits purchased by the transfer value are appropriate to my circumstances;	<input type="checkbox"/>
I confirm that I have considered how transferring my benefits will impact any HMRC protection I may have.	<input type="checkbox"/>
I confirm that if I am transferring to an occupational pension scheme that I have an employment link with that scheme and receive earnings.	<input type="checkbox"/>
I understand that, on transferring my benefits out of APS, I will not be able to draw them before age 55.	<input type="checkbox"/>
I understand that I will be giving up any future 'APS Discretionary Increases (APS DI)' on my benefits. Information regarding ' APS DI ' can be found on our website, www.mybapensions.com/APS .	<input type="checkbox"/>
I have received details of my entitlement under my BA pension scheme arrangement administered by British Airways Pension Services Ltd and a statement from my new pension provider showing the alternative benefits available and I have confirmed my acceptance of the terms offered by the receiving pension arrangement;	<input type="checkbox"/>
I understand that once the benefits have been transferred neither I nor anyone claiming through me will have any entitlement to benefits under my BA pension scheme. I therefore waive all rights I have, or may have, under my BA pension scheme; release the Trustee from all liability to provide benefits under the Scheme for, and in respect of, me; and agree to indemnify the Trustee of the BA pension scheme and keep it indemnified in respect of any claims relating to my membership of, or my benefits under, the Scheme.	<input type="checkbox"/>
I will protect the Trustee of my BA pension scheme from any scheme sanction charge or other expenses that may arise as a result of making an 'unauthorised payment' if it later transpires that the receiving scheme does not meet the conditions required to be a registered pension scheme for UK tax purposes.	<input type="checkbox"/>
If the guarantee period lapses, any subsequent CETV may be higher or lower than that previously quoted.	<input type="checkbox"/>
I have read and understood the letter from tPR, FCA and TPAS	<input type="checkbox"/>
I have read the leaflet explaining financial guidance available from Pension Wise.	<input type="checkbox"/>
I have read the ' Retirement risk warnings ' & ' Latest guidance on pension transfers from TPAS, TPR and the FCA '.	<input type="checkbox"/>
I have read TPR's the "Don't let a scammer enjoy your retirement" leaflet and have carefully considered the Pension Scams section of the transfer out to a UK pension arrangement pack.	<input type="checkbox"/>
I am aware of and understand the ScamSmart campaign launched by the Financial Conduct Authority and The Pensions Regulator in respect of Pension Scams. I have received appropriate independent financial advice (for transfers of £30,000 or more) from an FCA- authorised adviser. My adviser and I have completed and signed the enclosed FCA-authorized advice certificate.	<input type="checkbox"/>
Member's signature: _____	Dated: _____

**AIRWAYS PENSION SCHEME (APS)
TRANSFER TO REGISTERED UK PENSION ARRANGEMENT
PARTIAL TRANSFER (FORM B) - MEMBER INDEMNITY FORM**



Please complete 'FORM A' if you are transferring all your pension benefits under the Scheme.

Name: _____ **Staff or Pension Number:** _____

I confirm I wish to proceed with a partial transfer of my BA pension scheme benefits to a registered pension. This transfer does **not** automatically include AVCs (if applicable).

I want my AVCs to be included in the transfer and I enclose a completed AVC-Only Transfer Out pack (you can download this pack from the 'Forms' section of our website).

Arrangement in the UK run by _____

Receiving Scheme name: _____

The receiving scheme is an: **occupational pension scheme / personal pension** (Please delete as appropriate)

I wish to take a partial transfer out of my pension benefits earned before 5 April 1997 only:

For transfers to occupational pension schemes: *(Please confirm as appropriate)*

I confirm that the benefits to be provided with the receiving pension scheme comply with the conditions under the Occupational Pension Schemes (Contracting-out and Modification of Schemes) (Amendment) Regulations 2012.

I receive earnings that will allow me to obtain transfer credits within the receiving scheme Yes No

OR

For transfers to personal pension arrangements:

I confirm that the receiving pension arrangement is approved under Chapter IV Part XIV of the Income & Corporation Taxes Act 1988.

For all transfers: *(Please tick to confirm each item):*

I understand that future benefits payable may not be equal to, or in the same form as those that I or my dependents would otherwise have become entitled to from my BA pension scheme. It is my responsibility to ensure that the future benefits purchased by the transfer value are appropriate to my circumstances;

I confirm that I have considered how transferring my benefits will impact any HMRC protection I may have.

I confirm that if I am transferring to an occupational pension scheme that I have an employment link with that scheme and receive earnings.

I understand that, on transferring my benefits out of APS, I will not be able to draw them before age 55.

I understand that I will be giving up any future 'APS Discretionary Increases (APS DI)' on my benefits. Information regarding '[APS DI](http://www.mybapensions.com/APS)' can be found on our website, www.mybapensions.com/APS.

I have received details of my entitlement under my BA pension scheme arrangement administered by British Airways Pension Services Ltd and a statement from my new pension provider showing the alternative benefits available and I have confirmed my acceptance of the terms offered by the receiving pension arrangement;

I understand that once the benefits have been transferred neither I nor anyone claiming through me will have any entitlement to benefits under my BA pension scheme. I therefore waive all rights I have, or may have, under my BA pension scheme; release the Trustee from all liability to provide benefits under the Scheme for, and in respect of, me; and agree to indemnify the Trustee of the BA pension scheme and keep it indemnified in respect of any claims relating to my membership of, or my benefits under, the Scheme.

I will protect the Trustee of my BA pension scheme from any scheme sanction charge or other expenses that may arise as a result of making an 'unauthorised payment' if it later transpires that the receiving scheme does not meet the conditions required to be a registered pension scheme for UK tax purposes.

If the guarantee period lapses, any subsequent CETV may be higher or lower than that previously quoted.

I have read and understood the letter from tPR, FCA and TPAS

I have read the leaflet explaining financial guidance available from Pension Wise.

I have read the '[Retirement risk warnings](#)' & '[Latest guidance on pension transfers from TPAS, TPR and the FCA](#)'.

Member's signature: _____ **Dated:** _____ (Form continued)

I have read & understood the "Don't let a scammer enjoy your retirement" leaflet and have carefully considered the Pension Scams section of the transfer out to a UK pension arrangement pack.

I am aware of and understand the ScamSmart campaign launched by the Financial Conduct Authority and the Pension Regulator in respect of Pension Scams.

I have received appropriate independent financial advice (for transfers of £30,000 or more) from an FCA-
authorised adviser. My adviser and I have completed and signed the enclosed FCA-
authorised advice certificate.

My daytime contact details are: Daytime phone: _____ Email: _____

Member's signature: _____ **Dated:** _____

This form can be returned by post to British Airways Pensions, PO Box 2074, Liverpool, L69 2YL or by fax to 0208 538 2190

**AIRWAYS PENSION SCHEME (APS)
TRANSFER TO REGISTERED UK PENSION ARRANGEMENT
FCA AUTHORISED ADVICE FORM**



Name: _____ Staff or Pension Number: _____

Confirmation of receipt of appropriate independent advice

If a Cash Equivalent Transfer Value is more than £30,000, this form must be completed by an FCA authorised independent adviser and signed by the member to acknowledge that they have received appropriate independent advice. Please return this form to British Airways Pensions, PO Box 2074, Liverpool, L69 2YL.

- I have permission to carry on the regulated activity in article 53E of the Financial Services and Markets Act 2000 (Regulated Activities) Order 2001, including advising the member on making a transfer payment in respect of safeguarded benefits.

- I am approved on the FCA register either as an SM, existing CF30 Customer or an Appointed Representative of my firm and my FCA reference number is

OR

- I am in a role that no longer requires regulatory approval so I enclose evidence to support that I am certified by my firm to provide advice on pension transfers under Senior Managers & Certification Regime, and the transfer advice has been provided in line with these requirements. The evidence also states the dates I have been certified.

- The name and FCA firm reference number of my company is:

- I have provided the member with advice which is specific to the type of transaction proposed by the member - making a transfer payment in respect of the member's safeguarded benefits under the Airways Pension Scheme (APS) to acquire flexible benefits.

This form must be signed by the Adviser and Member:

Section to be completed by the Adviser:

I have understand the form and provided what is necessary and I have provided the member with appropriate advice.

Print Name: _____ Signature: _____ Date: _____

Section to be completed by the Member:

I confirm that I have received the appropriate independent advice above in respect of the transaction proposed by me.

Signature: _____ Staff Number: _____ Date: _____

Notes: Failure to correctly complete and sign this form will prevent payment of the member's transfer value.

Terms used in this form which are not defined here have the meaning given to them in the Pension Schemes Act 2015 (Transitional Provisions and Appropriate Independent Advice) Regulations 2015.

This form can be returned by post to British Airways Pensions, PO Box 2074, Liverpool, L69 2YL or by fax to 0208 538 2190