

Employer Update

This Employer Update is important to Payroll Staff – it confirms Datacom's requirements for the collection and forwarding of Government Superannuation Fund (GSF) contributions and associated data.

History of GSF

To give you some background: GSF dates back to 1948, when it was established to provide a way for state sector employees to save for their retirement. Contributors and employers make regular contributions to GSF and in return, on retirement, contributors receive a defined level of income (or defined benefit).

There are seven schemes within the GSF (the GSF Schemes). The GSF Schemes were closed to new members from 1 July 1992, except for persons who were eligible for membership through their employment with certain Pacific Island governments. Membership was closed to these persons in 1995.

There are currently some 70,000 members, made up of nearly 20,000 contributors and 50,000 annuitants. Since 1996, the number of annuitants has exceeded the number of contributors. Based on current member movement (from contributor to annuitant by age) it is expected that entitlements will continue to be paid by GSF for the next 60 years or so.

Who is the Government Superannuation Fund Authority?

The Government Superannuation Fund Authority (GSFA) is responsible for the overall management of the GSF Schemes in terms of the GSF Act, management of the performance of the Schemes Administrator and development of policy advice for the Authority with respect to the GSF Schemes.

More information on the GSFA is available on the following website – www.gsfa.govt.nz.

Who is the Schemes Administrator?

Datacom Employer Services currently administers the GSF Schemes on behalf of the Authority.

There are two parts to the administration of the Schemes. One is payroll/employer related; receiving member contributions, employer subsidy, and paying four weekly entitlements to annuitants. The other side is providing customer service to members and employers. We process contributor work (purchase of service, leave without pay etc), provide GSF entitlement estimates, process retirements, and answer enquiries from members and employers.

Salary and Service Information

As the GSF schemes are defined benefit schemes, receiving and recording the correct salary and service information for each member is very important.

Upon retirement, a member's GSF retiring allowance is calculated using the salary and service information supplied. Although contributions received up to the last day of service are reconciled, they do not form part of the retiring allowance calculation.

While the GSF member is in employment, any changes in salary and service must be provided in the payroll files you submit each pay period. At retirement, we ask that salary is re-confirmed using the GS1000 form (see below).

GS1000 Forms

When Datacom is advised that a GSF member is leaving Government employment we send a

GS1000 form to the employer to request the necessary payroll information (salary history, last day of pay etc). This form needs to be completed and returned to us as soon as possible to ensure that the member's entitlements commence without delay.

Payments to GSF

GSF currently receives payments from over 200 employers. Payment reference codes are used to allocate the amounts to the correct GSF employer account.

Please ensure that payments are referenced with your associated GSF payroll code to ensure the payment is correctly applied.

In particular, ad hoc payments which are not part of ordinary contribution or subsidy payments must be well referenced and accompanied with a payment schedule emailed to gsfmedia@datacom.co.nz.

Employer Newsletter & Manual

Previous copies of our newsletter can be found on our website: <http://www.datacomgsf.co.nz>. A comprehensive employer manual is also available. The manual contains a wealth of information for all payroll personnel on the payment of contributions and subsidy, as well as copies of all relevant forms. If you are not sure if you have the latest version of the employer manual please visit our web site.

GSF Booklets for the New General Scheme

These booklets are available from the GSFA's website – www.gsfa.govt.nz.

FAQs

Questions and answers about matters of general interest with respect to GSF are also provided on the GSFA website – www.gsfa.govt.nz.

Contact Details – for employer related information

Employer subsidy issues

Davey Ead (04) 470 6368 daveye@datacom.co.nz

Receipt of GSF contributions

Amy Donovan (04) 470 6362 amyd@datacom.co.nz

Payroll media issues

Jean Mathews (04) 470 6334 jeanm@datacom.co.nz

Refund of overpaid contributions

Alicja Bialoruski (04) 470 6365 alicjab@datacom.co.nz

General information relating to employer issues

Lan Liu (04) 470 6364 lanl@datacom.co.nz

Send - payroll files, remittance advice & contribution schedules to

gsfmedia@datacom.co.nz

Contact Details – for individual member information

Datacom GSF Schemes Administration

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Manager

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