

# Government Superannuation Fund

## Schemes Administration Newsletter

This update is important to employers – it contains information on the collection and forwarding of contributions and associated data to the Government Superannuation Fund (**GSF**).

Further information is available on the following websites:

[www.datacomgsf.co.nz](http://www.datacomgsf.co.nz)

[www.gsfa.govt.nz](http://www.gsfa.govt.nz)



### Employer Update

October 2020

#### ❖ Annual Employer Certification

As per the annual audit requirement for the GSF financial year 2019-2020, we require confirmation from employers that:

- payroll deductions made on behalf of members have been made at the correct rates, and
- deductions and correct employer subsidy payments have been forwarded to GSF.

We would like to thank all those employers who have already completed and returned their Employer Statement.

**If you have not already returned your signed employer statement, please do so by the end of this month.**

#### ❖ Leave Without Pay

When a member takes a period of unpaid leave, you as the employer are not required to deduct and pay contributions or subsidy to GSF for the leave without pay (LWOP) period. The member is required to pay both their standard contribution as well as the employer subsidy to GSF directly.

It is important that you encourage GSF members to contact Datacom before they take a period of LWOP. This will help ensure that we can update our records and charge the member in a timely manner, which in turn will avoid discrepancies in your GSF payroll file and Employer Statement.

As indicated above, all periods of LWOP will need to be up to date in the GSF system for your Employer Statement to balance and correctly reflect the adjusted contributions.

#### Contact Details

If you have any questions about the GSF scheme, please contact us and we will be happy to assist. If possible, please quote your GSF employer number when contacting us.

#### Datacom, GSF Schemes Administration

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#### Disclaimer

This newsletter is a summary of some of the provisions of the GSF Act, regulations made pursuant to the GSF Act and policy decisions including those set out in the statement of policies. While every effort is made to ensure the information contained in this newsletter is accurate, it is intended as a guide only and is in no way binding on any person and does not prevail over any applicable law or policy decision. To the fullest extent permitted by law, neither the Authority, Datacom, nor any person accepts any liability for any loss, damage, cost or expense that may arise from any reliance on any information contained in this newsletter. This newsletter does not create any legal or equitable rights exercisable by any person.