

## ANNEX C

Extracted from PCPS “Estacode”

|         |                                 |
|---------|---------------------------------|
| Scheme  | Principal Civil Service Pension |
| to 8733 | paragraphs 8731                 |

### **Compassionate grounds**

**8731** A preserved award may be brought into payment either at the time the civil servant resigns or subsequently on compassionate grounds, if the civil servant is then 50 or over and the Civil Service Department is satisfied that there is sufficient evidence to justify immediate payment. Financial hardship by itself is not sufficient. Requests for the payment of either pension or lump sum only cannot be considered. Full details of the circumstances should be given, supported by medical and other evidence, including details of the income from all sources of the applicant and his dependants, and their expenditure on the main household items (e.g. rent or mortgage repayments, rates, heating and lighting, insurances). It should be noted that medical evidence is always required when a close member of the family is in need of full-time care and attention and that it is the responsibility of the applicant to provide this evidence.

**8732** The requirements for premature payment are necessarily rigorous as it would be quite wrong to allow premature payment to an officer who had voluntarily left the service before his superannuation benefits became payable to help him through a time of financial hardship and, at the same time, to deny this opportunity to an officer in similar circumstances who continued to serve. Before an application can be authorised all of the following conditions have to be fulfilled:

- a. the civil servant, or former civil servant, is prevented from following any form of paid employment, either full or part-time;
- b. no reasonable alternative arrangements can be made to overcome the immediate circumstances giving rise to the application (e.g. by the employment of a nurse or daily help where a dependant relative needs full-time care and attention);
- c. the financial position is such that unless the pension and lump sum were brought into payment immediately, retirement would be impractical.

**8733** When an application for the immediate payment of a preserved award is received by the superannuation branch of the department in which the civil servant is, or was last, employed it should be dealt with immediately and, as soon as the necessary evidence has been obtained, forwarded to the Civil Service Department.

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