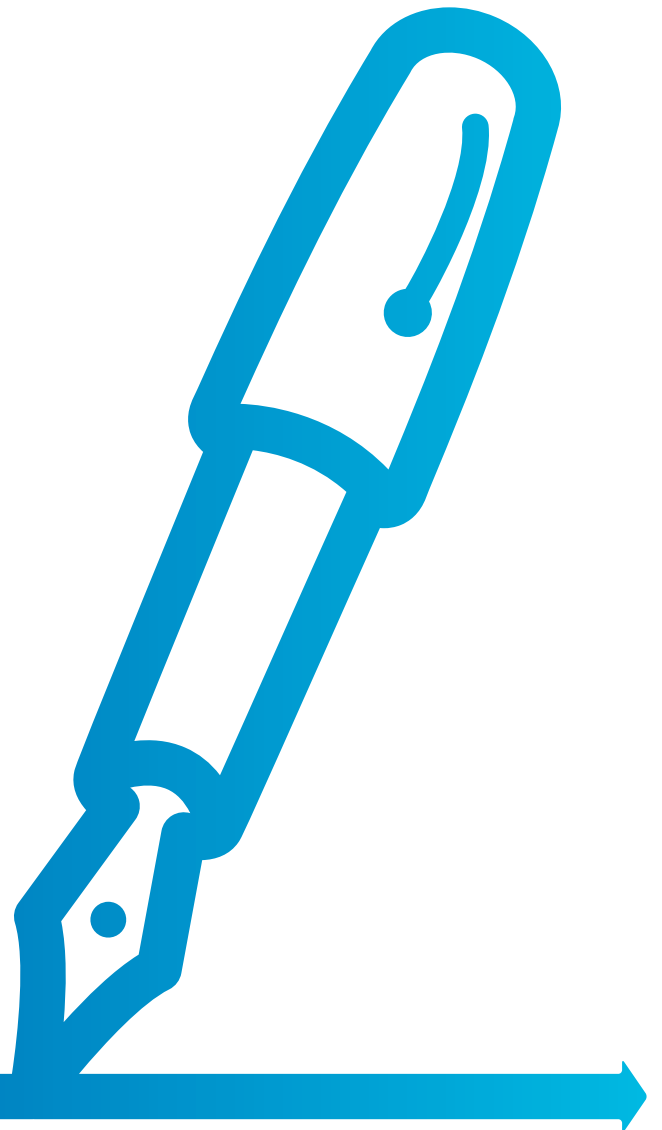


Generic payslip communications

Raising awareness about auto-enrolment
amongst your employees



These statements, or variations of them, may be useful for you to add to payslips to raise awareness amongst your employees about auto-enrolment.

First communication

eg over three months prior to staging / duties start date



Version 1

The government wants to encourage all of us to save for our retirement. So, every employer, including [\[insert employer's name\]](#), must enrol their employees (if they meet certain criteria based on age and earnings) in a qualifying pension scheme if they're not already in one. This is called 'auto-enrolment' and could affect you. For more information, visit www.thepeoplespension.co.uk/employees.

Version 2

Have you heard about auto-enrolment? For more information, visit www.thepeoplespension.co.uk/employees.

Version 3

Have you heard about auto-enrolment? Call [\[insert contact point at employer\]](#) for more information.

Second communication

eg around two months prior to staging / duties start date



Version 1

Do you know about auto-enrolment? For more information, visit www.thepeoplespension.co.uk/employees.

Version 2

Do you know about auto-enrolment? Call [\[insert contact point at employer\]](#) for more information.

Version 3

You could be entitled to pension contributions from [\[insert employer's name\]](#) and tax relief from the government. For more information, visit www.thepeoplespension.co.uk/employees.

Version 4

You could be entitled to pension contributions from [\[insert employer's name\]](#) and tax relief from the government. Call [\[insert contact point at employer\]](#) for more information.

Version 5

Did you know you could soon be making contributions, along with [\[insert employer's name\]](#) and the government, into your pension pot? Call [\[insert contact point at employer\]](#) for more information.

Third communication

eg last payslip before staging / duties start date



Version 1

Will you be auto-enrolled or ask to join our workplace pension? For more information, visit www.thepeoplespension.co.uk/employees.

Version 2

Will you be auto-enrolled or ask to join our workplace pension? Call [\[insert contact point at employer\]](#) for more information.

Version 3

You could be auto-enrolled or ask to join our workplace pension called 'The People's Pension'. So what's next? Look out for your joiner information soon.

Version 4

Did you know you could soon be making contributions, along with [\[insert employer's name\]](#) and the government, into your pension pot? For more information, visit www.thepeoplespension.co.uk/employees.

Last communication (post staging / duties start date)

eg first or second payslip after staging / duties start date



Version 1

Are you on the first step to a better retirement? If you've been auto-enrolled or asked to join our workplace pension, called 'The People's Pension', look out for your joiner information soon.

Version 2

Have you received your joiner information? If you've been auto-enrolled or asked to join our workplace pension, keep an eye out for your joiner information. Call [\[insert contact point at employer\]](#) for more information.

Version 3

Have you received your joiner information? If you've been auto-enrolled or asked to join our workplace pension, keep an eye out for your joiner information. Visit www.thepeoplespension.co.uk/employees for more information.

Version 4

If you're on board with our company pension, called 'The People's Pension', you could take your retirement savings to many other levels. Look out for your joiner information soon.

Optional paragraphs

Can be used anytime to raise awareness



Version 1

Auto-enrolment is about giving employees (who meet certain criteria based on age and earnings) the chance to save more for their retirement through a workplace pension. You could even get contributions to your pension from [\[insert employer's name\]](#) and the government. For more information, visit www.thepeoplespension.co.uk/employees. Saving for your future couldn't be easier.

Version 2

Auto-enrolment is about giving employees (who meet certain criteria based on age and earnings) the chance to save more for their retirement through a pension scheme. You could even get contributions to your pension from [\[insert employer's name\]](#) and the government. Look out for your joiner information for more information about how this affects you. Visit www.thepeoplespension.co.uk/employees for more information. Saving for your future couldn't be easier.

You can also use our 'generic notice template' and workplace posters which are available from our website at www.thepeoplespension.co.uk/communications-toolkit. These will help you communicate auto-enrolment to your employees and the changes that could affect them.

The communications above, if used, will be deemed to have originated from the employer, who by using one or more of them or variations of them, takes responsibility for the statements made therein.

The People's Pension is the choice for any organisation, large or small, in any sector.

To find out more, or to register:

www.thepeoplespension.co.uk



Support enquiries: **01293 586666**

The information in this document is correct as at May 2023 and may be subject to change.