

The Adviser Centre

The Adviser Centre is our online tool to help you manage your partnership with The People's Pension. You can access the adviser toolkit, sign up new clients and share your reduced charge code with your customers. You'll also be able to download guides and other useful documents which may help both you and your clients.



For people, not profit

the
people's
pension

You can access the Adviser Centre through our website www.thepeoplespension.co.uk.

Select the 'Manage account' button in the top right corner. If you've registered with Online Services or the Adviser Centre before, you can log in here. If you're not registered, select 'Set up account'.

Manage your account

Members & employees

Our secure site is a convenient way for you to view and manage your accounts with us.

Just been enrolled?

[Set up account](#)

or you can opt out

Existing member?

[Account login](#)

Employers

Securely operate and manage all aspects of your account with us.

Register your details

[Set up account](#)

Already signed up?

[Account login](#)

Advisers & intermediaries

Secure logins to the toolkit in your Adviser Centre and to your client accounts.

Adviser Centre

Not joined yet? [Set up account](#) Already signed up? [Adviser Centre login](#)

Manage your client accounts

[Account login](#)

[Close](#)

When registering for the first time, we'll ask you for some basic personal details, including your email address. Then we'll send you an email – please click on the link to complete your registration for the Adviser Centre.

Adviser Centre registration Step 1

Thank you for registering with us, we will now send you an email to verify your login details

Once you have received your email from us you will be provided with a new link where you can set up an account with The People's Pension. If you do not receive an email from us shortly please check your junk mail folder and make sure that mail from ThePeoplesPension@bandce.co.uk can get through to your mailbox.

If you do not receive this email, please contact us at nbsupport@bandce.co.uk and we will be happy to assist.

One Login

Access all this and more...

1. Access the adviser toolkit
2. Sign clients up to The People's Pension
3. Get a reduced set-up charge for your clients
4. Download useful guides for you and your clients

[Log in to the Adviser Centre](#)

If you've previously registered with us you'll receive an email confirming this. You can then log in using your existing details.

After you've logged in you'll see the Adviser Centre home page.

If you click on resources you can view and download a variety of user guides, investment fund guides and other useful documents.

After you've finished using the Adviser Centre, you can 'Log out'.

You can share your reduced charge code with your customers. Click 'Share code', enter the email address of the person you want to send your code to, add a message and click 'Send now'.

You can see all your existing accounts you've previously signed up with us by logging in to Online Services.

You can sign up new customers to The People's Pension by clicking 'Sign up'.

At the top of your home page we'll tell you about how your reduced charge code has been used.

Summary dashboard showing client counts for three categories:

- Clients you've signed up using your code: 10 (Details »)
- Clients who have signed themselves up using your code: 0 (Details »)
- Clients you've shared your code with in the Adviser Centre: 3 (Details »)

Click 'Details' for more information about which clients have used your code – either when they've signed up themselves or when you've signed them up.

Clients who have used your code

These clients have fully signed up with us, including agreeing to bind the scheme.
If you're worried your code has been shared or used without your consent, please email us at implementation@bandce.co.uk
Information is since the set-up charge began (23 Nov 2015) and is correct up to dd/mm/yyyy.

▼ **Your code** Active

	Contact email	Date sign-up was completed	Staging date
ABC retail Ltd	example@example.com	1 Jan 2016	1 Jan 2016
XYZ Services	example@example.com	31 Oct 2015	31 Oct 2015
123 construction	example@example.com	22 Oct 2015	22 Oct 2015

▼ **Your old code** Expired

	Contact email	Date sign-up was completed	Staging date
ABC retail Ltd	example@example.com	1 Jan 2016	1 Jan 2016
XYZ Services	example@example.com	31 Oct 2015	31 Oct 2015
123 construction	example@example.com	22 Oct 2015	22 Oct 2015

➤ [View clients who you have signed up »](#)
➤ [View clients you have shared your code with »](#)

Select 'Tools' at the top of your adviser home page.

The screenshot shows the 'Tools' section of the People's Pension adviser home page. At the top, there is a navigation bar with 'Home', 'Tools', and 'Resources' links, and a 'Log out' button. The 'Tools' section is titled 'Tools' and contains five tool cards:

- Log in to Online Services**: Log in to Online Services to administer your client accounts. Button: Log in.
- New client sign-up**: Register a new client with The People's Pension. You're already logged in so just hit the button below to get started. Button: Sign up.
- ASK**: Got a question about our systems or automatic enrolment in general? No problem, just ask! Button: Ask a question.
- Dates for your diary**: Enter your client's staging date below for a quick overview of what needs to be done and when. Button: Launch.
- Cost calculator**: Online assessment tool to help work out how much contributions are likely to be. Button: Launch.

Tell us your client's staging date and we'll provide you with a timeline explaining:

- when they need to choose a provider
- when they need to notify their employees
- when they need to declare their compliance with The Pension's Regulator.

The automatic enrolment calculator will help you work out how much automatic enrolment will cost your clients over the next few years and help them budget for this. We'll explain more on the next page...

Automatic enrolment calculator – how much will it cost your clients?

We'll need you to tell us their staging date and if contributions will be made based on the regulatory minimum you can select 'Regulatory' – if not, choose 'Self-select' and tell us how much employee and employer contributions should be.

Assessment Cost Calculator

Please provide details of your scheme

1. Scheme details Edit

Staging date

August ▼ 2016 ▼

Contribution type

Automatic enrolment minimum ▼

2. Employee details

Type 1
 Staff who must be put into a pension scheme. You must pay into it.

Type 2
 Staff who don't need to be put into a pension scheme.

Name	Gender	Date of birth	Earnings	Frequency	Edit	Remove
Mary Jones	Female	27 April 1959	£62000	Monthly	Edit	Remove
Status: Type 1		Employer contribution: £30.97		Employee contribution: £24.78		
Steven Cook	Male	9 October 2000	£18000	Monthly	Edit	Remove
Status: Type 2		Employer contribution: £0.00		Employee contribution: £0.00		

Select... ▼

Select... ▼

Select... ▼

Select... ▼

£

Select... ▼

Save

Cancel

Employee details can be added here — we'll need their date of birth, pay amount and frequency. Then click 'Save'.

Your costs

One off set-up charge (direct) ▼ £600 incl. tax

Year 1 employer contribution £371.64

Year 1 employee contribution £297.36

Total year 1 contributions £1269.00

View 5 year costs (show graph)

Year	Employer	Employee
2017	£371.64	£297.36
2018	£743.28	£594.72
2019	£1,114.92	£892.08
2020	£1,114.92	£892.08
2021	£1,114.92	£892.08

View/edit employees

Once you've added an employee we'll show you how much automatic enrolment will cost your client.

Select 'View 5 year costs' to see a graph showing the cost of automatic enrolment over the next 5 years (based on the employee's details provided).



B & C E Financial Services Limited
 Manor Royal, Crawley, West Sussex, RH10 9QP. Tel 0300 2000 555 Fax 01293 586801.
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