TPT Retirement Solutions

Monthly Contributions Submissions Validation Queries

During the submission, you may encounter validation queries. These queries are a normal and essential part of ensuring that the member information and payments we receive from employers are correct. However, you may encounter more of these queries than usual if you are submitting data which is different to what you would usually submit.

We are currently reviewing our validations in order to minimise the inconvenience to our employers where possible. In the meantime, below are some of the queries you may see, and how to resolve them.

Validation Code	What this means	Possible causes
209ae	The contribution amounts on your file appear to be below the minimum required by AE legislation, compared to the monthly pensionable earnings on your file. We need to ensure that your contributions are compliant with this legislation.	Monthly pensionable earnings' on file are incorrect for this month, (e.g. haven't been reduced to the furlough pay, or to just the "qualifying earnings", or to account for unpaid absence or sick leave). You could be making a correction to a previous overpayment.
209c	The contributions amounts on your file do not fit the contribution rates and/or monthly pensionable earnings on the file. This code only applies to Hybrid and DB members. We want to know which of these data items is incorrect, to ensure the member receives the correct pension benefits.	Inaccurate monthly pensionable earnings on the file. Inaccurate contribution rates on TPT records, or the wrong contribution rates were applied in payroll. You are correcting for a previous under or overpayment, but have not amended the "monthly earnings" to reflect this.

Validation Code	What this means	Possible causes
X21	The annual pensionable salary does not fit with the monthly pensionable earnings provided, and the member is not a variable worker as far as TPT is aware. We want to ensure that any changes to the contractual annual salary are reflected on your file, and that the contributions you are paying are correct.	Either monthly pensionable earnings or annual pensionable salary could be incorrect. Member could be a variable worker but not recorded as this (see 'variable workers' section of your account to view and amend which of your members are 'variable workers'). Monthly earnings could be temporarily higher or lower this month (e.g. bonus, overtime, sick pay, furlough pay, backpaid salary, maternity pay). You may be using "qualifying earnings" but have only deducted the lower threshold from one of the monthly or annual salaries (both figures should reflect just the "qualifying" earnings for the month or year).
X21life	As above, but of particular importance because this annual salary will be used to provide life cover (for a DC or Hybrid member). The cost of this cover will be calculated based on the salary you provide on this file.	As above
X3	You have not included any contributions for this member. We want to confirm that this is correct, and the reason for this.	Member could have left the scheme (please add a date of leaving if so). Member could be temporarily absent and not receiving pay, due to sick leave, sabbatical leave, or because they are a casual worker with no hours this month. You use "qualifying earnings" and the member is below the threshold this month and no contributions are due. Contributions could have been missed in error, which you need to add in before completing the submission.

Validation Code	What this means	Possible causes
ContribErrror-WatchItem	The member is absent or a variable worker (according to our records), and we want to confirm if this is still the case. If the member is on maternity leave, it could mean that the contribution amounts are not as TPT expects. The message next to the error will explain what the specific query is in each case.	Member has returned from their absence. Maternity contributions not being topped up by the employer as the rules of the scheme require. Member has been absent/variable working for 12 months, and this is a routine reminder to confirm if this still the case, or the date that this ceased to be the case.

To resolve validation queries:

- Click 'edit' next to the member name
- Read the message at the bottom of the page
- Check that your data is correct, and amend it where necessary
- If the message still remains, select a reason from the drop down menu
- Click 'confirm', 'save', and then either 'next' (to review the next query) or 'finish' (to return to the main menu).
- When all queries are resolved and you are happy to complete the submission, click 'submit data' at the bottom of the page.

If you require any assistance with completing your submission, please contact the Employer Support Team on **0113 394 2770** or email us at **Employersupport@tpt.org.uk**