

### **Third Party Service Provider Authorisation Form**

I \_\_\_\_\_ (name) on behalf of

\_\_\_\_\_ (the Employer) hereby authorise Lancashire County Council\* (LCC) & Local Pensions Partnership Administration Ltd (LPPA) to exchange personal data as defined in the UK General Data Protection Regulation and the Data Protection Act 2018 (as amended by the Data (Use and Access) Act 2025) with

\_\_\_\_\_ (Third Party) for the purposes of Local Government Pension Scheme Administration. The Third Party is authorised to act on behalf of the Employer in pension administration matters specifically including, but not limited to, the following areas: -

- Sharing financial information required for IAS19/Valuation of the pension scheme.
- Authorisation of signatories for submitting information to LCC & LPPA by hard copy or electronically.
- Authorisation for employees of the Third Party to access personal and financial data held by LCC & LPPA of past and present members of the Local Government Pension Scheme.
- Authorisation of individual early retirement cases where an immediate cost to the employer might arise.

Data may be exchanged between LCC & LPPA and the Third Party by means of hard copy, Eform, spreadsheet, telephone, email, via the Pensions Contribution Remittance Portal or via the UPM Employer Portal. The Third Party's employees will use LCC & LPPA's recommended method of secure upload or encrypted emails where personal data is concerned and ensure that they access the secure Eform and online systems in accordance with instructions issued by LCC & LPPA.

This authorisation is given until the Employer informs LCC & LPPA in writing that the Third-Party supplier is no longer acting on its behalf.

On behalf of the Employer, I confirm that the Employer is satisfied that the Third Party operates appropriate systems and processes to ensure compliance with the UK General Data Protection Regulation and the Data Protection Act 2018 (as amended by the Data (Use and Access) Act 2025).

Signed: \_\_\_\_\_ Print Name: \_\_\_\_\_

Date: \_\_\_\_\_ Position: \_\_\_\_\_

*Please note that the making of policy decisions in respect of discretions under the scheme rules must always rest with the Employer.*