Australian Government
Commonwealth Superannuation Corporation

It's time to start preparing for the festive season cut-offs

CSS and PSS benefits and pensions processing

It's important to keep a close eye on the early cut-off dates for the processing of CSS and PSS benefits, particularly for any employees who are retiring or leaving employment between now and January.

Any applications received after 15 December from CSS or PSS customers who are retiring and claiming a pension will be processed for pension payday, 13 January, 2022. All applications received before this date will be processed like normal.

CSS or PSS customers claiming a lump sum benefit will need to submit their benefit application form to us before 10 December to receive the payment by Christmas. Any applications received after this date can't be paid until 4 January 2022.

So we can process these application forms as quickly as possible, please complete the relevant departmental report as soon as your employee separates. Please send all departmental reports and application forms to formsandapplications@csc.gov.au

Contribution data processing

CSS and PSS data

Where possible, you should submit CSS and PSS contribution data through Employer Services Online (ESO) and send the corresponding contribution payments for both December paydays (9 and 23 December 2021) before your shutdown period.
We understand this isn't possible for everyone and there's no problem with that. Just send it to us as soon as you can in the new year. It's really important to use the matching Payment Reference Numbers (PRNs) in this instance so we can correctly allocate the contributions.

PSSap data

Everyone using the CSC-sponsored clearing house can schedule submission of data and payments in advance for PSSap and choice funds.

The transaction date in your SAFF file (field 26, CSV column W) should reflect the date you want the data submitted, and the contributions direct debited from your account. If this field is left blank, transactions will be processed after 4pm on the day it has been authorised and you may overdraw your bank account.

If you're unable to pay in advance, or are using a clearing house that isn't CSC-sponsored, any contributions received by PSSap via SuperStream by 23 December will be allocated to your employees' accounts before the end of this calendar year. Contributions received from 24 December won't be allocated until the new year.

Reach out to us on 1300 338 240 or at employer.service@csc.gov.au if you have any questions.

Kind regards
Peter Lewis
Senior Manager, Employer Services
Commonwealth Superannuation Corporation

Are you considering employee redundancies?

If you're thinking about opening a redundancy round in the future for 20 or more employees, we strongly recommend getting in touch with your Employer Relationship Manager as soon as possible.

Read more

Make sure you get authority ...

If you're wanting to help an employee who is a member of PSSap with lifePLUS insurance cover go through the income protection process, it's crucial that you get your employee's authority first. We'll need a signed third party authority form, which you can find on our website.

With a valid authority on hand, we'll be able to work with you to get the best outcome for your employee. You'll also be able to request updates along the way and work with our insurer to rehabilitate your employee back to work where appropriate.

Read more

Potential job opportunities at AEC

The Australian Electoral Commission (AEC) needs support for the next federal election. They're hoping to source pre-vetted candidates through your graduate merit pools. The roles are based in various locations around the country, and are focused on preparing for and delivering the next federal election.

We'd love for you to reach out to your graduate merit pool and ask if anyone is interested. If they are, email recruitment@aec.gov.au with:

- the name and contact details of the candidate
- the candidate's CV/application
- any assessment notes you're happy to share.

The AEC will take it from there and will liaise with the potential candidates directly.

Help us Go Digital!

We've recently started a campaign to help our customers Go Digital. We're hoping to increase the number of customers who choose to receive digital communications from us, while also giving everyone a chance to update their personal details.

Did you know?

- We printed more than 2 million pages for our 2019/20 FY annual statements!
- We're missing email addresses for 39% of our CSS/PSS customers and 15% of our PSSap customers!
- Only 23% of our CSS/PSS customers have chosen to receive communications from us digitally!

Read more about our Go Digital campaign, including easy steps on how to go digital and update your details, here.

What makes a workplace thrive?

Our partner SuperFriend has just released the 2021 Indicators of a Thriving Workplace Report. Not only is it full of insights on Australian workers' mental health and wellbeing, but it provides evidence-based actions your organisation can take to become a more mentally healthy workplace.

Reach out to your Employer Relationship Manager to talk about implementing solutions in your workplace with SuperFriend.

CSC Commonwealth Superannuation Corporation