

1 Parkshot  
Richmond  
Surrey  
TW9 2RD

welcome@pkgroup.co.uk  
pkgroup.co.uk

0208 334 9953

Most workers in the UK belong to a workplace pension scheme managed by their employer. We can help you enroll your employees and ensure your scheme conforms to the regulatory requirements of auto enrolment.

## How PK Group can help

- We help you understand, implement and run auto enrolment.
- Our knowledgeable team can help as part of the selection process and setup of a workplace pension.
- We identify auto enrolment solutions that integrate with your employee payroll to help ensure management of the scheme is automated and efficient.
- PK Group can help businesses at any stage of the auto enrolment process.

## What is auto enrolment?

Auto enrolment requires all UK employers to enrol qualifying workers into a pension scheme, which both employee and employer contribute toward.

## You must automatically enroll all staff that are:

- ✓ Aged 22 or over
- ✓ Working in the UK
- ✓ Earning over £10,000 a year

## What do I need to do?

You may need to make some changes to allow for automatic enrolment, such as:

- Setting up a pension scheme or modifying an existing one
- Making any necessary changes to payroll so it can handle the new requirements
- Putting systems in place to monitor the ages and earnings of your staff

## About our auto enrolment service

Employers are required to select a pension scheme that meets the legal requirements and protects the retirement savings of their workers. We help our clients get everything in place, offering a range of comprehensive and affordable services.

Whatever your requirements we can help you enrol your employees and ensure your scheme conforms to the legal and regulatory obligations of Auto Enrolment. PK Group's financial advisers can review and select the most appropriate pension provider, taking into consideration a variety of factors including:

- Costs and charges
- Investment options
- On-boarding process and client communication
- Contribution calculations
- Record maintenance



PK Group is accredited with the Pension Transfer Gold Standard developed by the Personal Finance Society. Our team can set up, run and maintain Auto Enrolment for your business. If you need help with the process, contact us today.

*"PK Group set us up with the workplace pension and are always there to give advice when necessary and make sure we are compliant. People who know what they are doing and explain the process in simple terms. All the worry is taken away."*  
**PK Group client, Company Director**