

## When to apply Assumed Pensionable Pay (APP)

Type of absence	Member contributions	Employer contributions	CARE pay to report
<b>Child-related leave</b>			
Ordinary Maternity Leave ( <i>i.e. normally up to and including the 39<sup>th</sup> week</i> )	Based on actual pay received, including Statutory Pay	Based on pay which the member would have received if not absent ( <i>i.e. including APP</i> )	Total of pensionable pay on which the employer paid contributions
Ordinary Adoption Leave ( <i>i.e. normally up to and including the 39<sup>th</sup> week</i> )			
Paternity Leave			
<b>Additional child-related leave</b>			
Additional Maternity Leave ( <i>i.e. normally weeks 40 to 52</i> )	<b>Paid periods</b> - Based on actual pay received  <b>Unpaid periods</b> - Nil. APP does not apply <i>(Member has option to buy back the "lost" pension via Additional Pension Contributions)</i>	<b>Paid periods</b> - Based on pay which the member would have received if not absent ( <i>i.e. including APP</i> )  <b>Unpaid periods</b> - Nil. APP does not apply	<b>Paid periods</b> - Total of pensionable pay on which the employer paid contributions  <b>Unpaid periods</b> - Nil. APP does not apply
Additional Adoption Leave ( <i>i.e. normally weeks 40 to 52</i> )			
Additional Paternity Leave			
Shared Parental Leave			
<b>Sickness Absence</b>			
Sickness	Based on actual pay received	Based on pay which the member would have received if not absent ( <i>i.e. including APP</i> ). Note : APP for sickness includes periods of nil pay	Total of pensionable pay on which the employer paid contributions. Note: This is for member's periods of reduced <b>and</b> nil pay
<b>Reserved Forces Special Leave</b>			
Contact the pension fund for guidance			
<b>Other unpaid absences</b>			
Other unpaid absences	Based on actual pay received	Based on actual pay received	Cumulative total of actual pay

Detailed guidance is available in the LGA's HR and Payroll Guides

<https://www.lgpsregs.org/resources/guidesetc.php>