PUBLIC SERVICE PENSION SCHEME FOR VOLUNTEER DEVELOPMENT WORKERS

Application Form

Part 1: (to be completed by applicant)

Name: (As used in employment)

_____

Date of birth: ___/___/_____

Address (Permanent): _____

_____

PPS number: _____

VDW Declaration
I understand that Irish Aid through Comhlámh, the Irish Association of Development Workers, undertakes to pay for my public service pension contributions up to a total of 24 months if I am eligible and I hereby undertake to make contact with the Pension Paying authority to ensure that Comhlámh is invoiced as appropriate.

Signature of applicant: _____

Date: ___/___/_____

Part 2: (to be completed by employer)

Employer: _____

Representative: _____

Address: _____

_____

Name of pension paying authority:
_____

Employer declaration:
I hereby confirm that (insert name of employee)

_____ is currently employed in a pensionable capacity and has applied for/been granted leave of absence to serve overseas as a VDW in _____(country)

from:___/___/_____ to: ___/___/_____

Signature: _____

Date:___/___/_____

Official stamp:

Part 3 (to be completed by sending agency)

Sending agency: _____

Address:_____

_____

Agency declaration:
I hereby confirm that (insert name of individual):

_____

has been offered an assignment as a Development Worker on 'volunteer terms', co-funded by Irish Aid in _____ (Country)

From ___/___/_____ To:___/___/_____

Signature: _____

Part 4 (to be completed by Irish Aid)

Approved by: _____
(Irish Aid, Civil Society Section, Co-financing Officer)

Signature: _____

Date: ___/___/_____

Part 5 (to be completed by Pension Paying Authority)

Current pensionable salary: € _____p.a.

Pension contributions due for period

From: ___/___/_____ To :___/___/_____

€_____

N.B. Pension paying authority must invoice Comhlámh 12 months and 24 months after the start of the assignment, or at the end of the assignment if sooner.

Authorising Officer (please print name and title):

_____

Signature: _____

Date: ___/___/_____

Please forward to:
Project Officer, Returned Development Workers
Comhlámh
Association of Irish Development Workers
10 Upper Camden Street, Dublin 2.
Tel No. 01-478 3490 www.comhlamh.org