

Please complete this form if you are not eligible to be automatically enrolled into the BRSS section of the Babcock International Group Pension Scheme (the Scheme) but would like to join the Scheme and receive contributions from Babcock, or if you would like to join the Scheme before your automatic enrolment date.

When you join the Scheme, you will automatically make contributions via Salary Sacrifice which is a more efficient way of making contributions to the Scheme. Under Salary Sacrifice, instead of making contributions from your net pay, you agree to reduce your salary in exchange for increased employer contributions from Babcock. This is a change to your terms and conditions of employment and Salary Sacrifice will mean that you save National Insurance contributions on the amount by which your salary is reduced. Employees earning at or close to the National Minimum Wage (NMW) will not be able to enter a Salary Sacrifice arrangement. If this applies to you, you will be contacted separately by your local HR team and your contributions to the Scheme will be deducted from your net pay (please see the 'My guide to Salary Sacrifice' booklet for further details). This is available from the Document library in the BRSS area of the Scheme website at www.myoneday.co.uk

It is also a good idea to make sure that you have read and understood the following documents before making your decision to join:

- Benefits and Contributions leaflet (available from your local HR representative)
- Member guide (available from the Scheme website)
- Investment guide (available from the Scheme website)

Please complete this form in BLOCK CAPITALS.

I would like to join the BRSS section of the Babcock International Group Pension Scheme. **Note:** when you join the Scheme your contributions will automatically be set at 4.5% of your pensionable salary. You can change your contribution amount by completing a 'Change of contributions' form. To find out the maximum contribution you can receive from Babcock, refer to your 'Benefits and Contributions' leaflet available from your local HR representative.

Title	<input type="text" value="Mr/Mrs/Miss/Ms/Other (please state)"/>	Surname	<input type="text"/>		
Forename(s)	<input type="text"/>				
Sex	<input type="text" value="M/F"/>	Status	<input type="text" value="Single/Married/Divorced/Widowed/Other (please state)"/>		
Address	<input type="text"/>		Postcode	<input type="text"/>	
Date of Birth	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/>	National Insurance No.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Date joined company	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/>

You will make contributions via Salary Sacrifice unless, as detailed above, your contributions do not meet the requirements to participate in Salary Sacrifice. If you do not wish to participate in Salary Sacrifice, you should complete a 'Salary Sacrifice opt-out form' available from the defined library section of the Scheme website at www.oneday.co.uk or from your local HR representative.

When you are enrolled, contributions will be paid into a pension account set up in your name and will be automatically invested in the 'Target Lump Sum Lifestyle Strategy' where decisions are made for you using an investment strategy set by the Trustee.

For more information about the Scheme's BRSS section investment options, see the 'Your guide to Investment choices' booklet available from the Scheme website.

Once you've been enrolled, if you wish, you can make changes to how your pension account is invested. If you want to make a change, you should do this by accessing your own account online or contacting Aviva.

Your declaration

I authorise Babcock and the Trustee of the Babcock International Group Pension Scheme to arrange for me to join the BRSS section from the next available opportunity and to pass any information about me, which might reasonably be needed to set up an account for me, to Aviva.

Where my contributions will be made via Salary Sacrifice, I acknowledge that I am agreeing to a change in my terms and conditions of employment. I agree to reduce my salary by the minimum contributions percentage set out above in exchange for a contribution into the Scheme by Babcock of the equivalent amount.

Where my contributions are not made via Salary Sacrifice, I authorise Babcock to deduct any contributions payable by me from my earnings in line with the instruction overleaf.

I understand that the Trustee and its advisers and administrators will need to process certain data about me. I further understand that this may include items categorised under the Data Protection Act 1998 as 'Sensitive Personal Data'. I accept that the Trustee, and its advisers and administrators, need this data to calculate and pay benefits, for statistical purposes, for reference purposes and to administer the Scheme as a whole. I agree to this entire processing taking place.

Signature

Date

Please sign and return this form to your local HR representative.