

**KIBABII UNIVERSITY STAFF PENSION SCHEME
ADDITIONAL VOLUNTARY CONTRIBUTIONS (AVC) - NOTIFICATION FORM**

To: The Head of Finance Department
Cc: Trustees of Kibabii University SPS
Human Resource Office

Member Name:

Member Number (P/No):

Mobile:

Date:

I hereby advise that in addition to the monthly pension contributions deducted from my salary, I would like to make Additional Voluntary Contributions (AVCs) at the fixed amount of **Kshs.** per month.

I further authorise my employer Kibabii University to deduct this additional contribution from my pay and remit them to the Kibabii University Staff Pension Scheme with effect from

This instruction supersedes any earlier advice.

Signed:

Date:

For Official Use:

Reviewed by Human Resource Representative:

Signed:

Date: