



November 10, 2021

## Period of Temporary Layoff

If an active LAPP member receives a layoff notice that does not result in a termination of active membership and the member is on leave from all of their duties, the treatment of the period of temporary layoff under LAPP is based on whether the employer considers the temporary layoff **designated** or **non-designated**.

The Pension *e-guide* has been updated to include details on reporting for active members with a period of temporary layoff:

- [Buyback Service >> Leaves > Temporary Layoff](#)
- [Buyback Service >> Leaves > Periods of Leave](#)
- [Buyback Service >> Leaves > Leave Purchase Activities](#)

## Updated Affiliation Codes

Employers are required to report Member Affiliation details each year for employees who participate in LAPP. The Affiliation codes are included with year-end details submitted by the employer in the Employer Portal.

Eight new Affiliation codes have been added to the current list, which can be found within:

- the Employer Portal (when submitting year-end details for active members), and
- the Pension *e-guide* under [Employer Portal >> Administration > Technical Specifications > Table of Codes](#) (new codes added to the end of the list).

Please advise your Employer Services Representative if your organization has participating members with a union or association affiliation not included in the current list of Affiliation codes.

## Employer Portal Outage

Please be aware of the upcoming Employer Portal outage for November 2021:

FROM	TO
Saturday, November 20 at 6:00 a.m.	Sunday, November 21 at 5:00 p.m.

We appreciate your understanding and apologize for any inconvenience.

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**Questions?**

If you require assistance or have any questions, please contact your Employer Services Representative at 1-877-391-3675 (enter your 3-digit employer number when prompted) or email [employerservices@apsc.ca](mailto:employerservices@apsc.ca).

