

NTGPASS annual review

The Northern Territory Government and Public Authorities' Superannuation Scheme (NTGPASS) annual review occurs on 1 October each year. At this time you can:

- elect to change your NTGPASS contribution rate (that is, the percentage of your salary that you contribute to your accumulation account)
- apply to the Commissioner of Superannuation to accept your previous higher contribution salary as the contribution salary for this annual review.

You need to understand how the employer component of your NTGPASS benefit is calculated to understand the importance of the annual review.

How the NTGPASS employer component is calculated

The NTGPASS employer component is calculated using this formula:

$$0.025 \times \text{benefit points} \times \text{NTGPASS benefit salary}$$

Benefit points – you accrue 1 benefit point for each 1 per cent of compulsory contributions you make over a full year.

NTGPASS benefit salary – the average of your last three full-time equivalent contribution salaries at 1 October prior to ceasing NTGPASS membership. The salaries are indexed by movements in Average Weekly Ordinary Time Earnings to bring them to current values.

About your contribution rate

The NTGPASS Rules stipulate you must contribute at a rate of 2% to 6% of your contribution salary. This is paid from your after-tax income and is how you earn benefit points.

By contributing the maximum of 6%, your NTGPASS employer funded defined benefit component, which is paid when you cease NTGPASS membership, will be equal to 15% of your final benefit salary.

You are not generally able to change your contribution rate after the annual review date. The only exception is where you are receiving no salary or less than your normal salary. In this instance, the Commissioner may approve a reduced contribution rate (providing it is not less than 2%).

If you are on an Executive Contract your minimum contribution rate may be different from the 2% stated above. This is because the Northern Territory Government needs to ensure your NTGPASS and Northern Territory Supplementary Superannuation Scheme (NTSSS) defined benefits will be at least equivalent to the superannuation guarantee. Please contact the Northern Territory Superannuation Office (NTSO) via email (ntsuperannuation@nt.gov.au) if you are on an Executive Contract and are considering decreasing your contribution rate.

What to do if your contribution salary has reduced or you have previously maintained a higher contribution salary

You will need to complete the form *Application to maintain higher contribution salary* if either:

- your current salary and/or approved allowances have decreased from that recorded at 1 October last year (other than due to commencing or varying part-time employment)
- you are already maintaining a higher contribution salary earned in a previous year. This is because past approvals to use higher contribution salaries lapse at 30 September each year and do not automatically carryover to a new year.

The defined employer benefit takes into account your NTGPASS benefit salary (see [How your NTGPASS employer component is calculated](#)).

How to change your contribution rate

You only need to complete this form if you wish to **change** your contribution rate. If you are not sure what your current contribution rate is, you can find this information on your 2025-26 NTGPASS Member Information Statement. You can also find this information by visiting MyHR (<https://myhr.nt.gov.au/>): select 'myMoney' > 'Superannuation'.

Please return your completed form by email, fax or post to **your payroll section** by **Monday 21 September 2026** so they can process any changes. **Do not** return this form to the NT Superannuation Office.

Disclaimer

The information made available in this form is provided as a guide only and has been prepared without taking into account your personal circumstances, financial objectives and needs. You should consider any information on this form in light of your personal circumstances. You may wish to consult a licensed financial planner. The Commissioner of Superannuation and the Northern Territory of Australia accept no responsibility for any losses arising from any use or reliance upon the information or conclusions reached using the information.

Election to vary NTGPASS contribution rate

Election form

Personal details

Full name

Employing agency

Member no (AGS)

Contact no (BH)

Election

I hereby elect a new contribution rate of:

☐ 2% ☐ 3% ☐ 4% ☐ 5% ☐ 6%

Note: members must contribute at 6% to make salary sacrifice contributions.

Please return the completed form to your payroll section by Monday 21 September 2026. Forms received after this date may not be processed in accordance with your election.

Member signature:

Date:

Payroll use only

Payroll – Action required

- ☐ Request made during the NTGPASS annual review period. Forms received after the review period need to be sent to the Northern Territory Superannuation Office for further assessment.
- ☐ Undertake action from Pay No. 8
- ☐ Update PIPS Superannuation Card and place form on employee's personnel file.

Action completed by (Payroll Officer):

Date:

Privacy statement

The privacy and confidentiality of your personal information is important to the Northern Territory Government. We are collecting the information on this form for the purpose of administering your NTGPASS superannuation account. The information collected will only be used for the purpose for which it was supplied and your information will not be disclosed to any third party unless required by law or authorised by you. To obtain further information about the Northern Territory Government privacy policy or the *Information Act 2002*, please visit the Northern Territory Government website at www.nt.gov.au.