

Application to maintain higher NTGPASS contribution salary

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:

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

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.

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

The NTGPASS employer component is partly based on your NTGPASS benefit salary. If you think your current salary and/or approved allowances may have decreased from that used last year (other than due to commencing or varying part-time employment) you may request consideration by the Commissioner of Superannuation (Commissioner) for approval to contribute based on last year's higher contribution salary.

In considering your request, the Commissioner will take into account the reason for the salary reduction, and whether it is reasonable to allow you to continue to contribute based on your past contribution salary. For example, the Commissioner may decline your request if your salary has reduced as a consequence of you choosing to take a lower paid position, if you no longer qualify for the payment of an allowance or if you are an Executive Contract Officer whose salary has reduced as a consequence of signing a new contract.

Note: Approvals to maintain higher contribution salaries lapse on 30 September each year. Approval in a previous year does not automatically carry over to a new year.

About your contribution rate

The NTGPASS Rules stipulate you must contribute at a rate of 2% to 6% of your contribution salary. For some Executive Contract Officers, they will need to contribute at a rate of 4% to 6%. This is paid from your after-tax income and is how you earn benefit points.

How to apply to maintain higher contribution salary

Please return your completed form, together with any supporting information that you wish to rely upon, by email or post to the **Northern Territory Superannuation Office** by **Monday 21 September 2026** so the Commissioner can consider your request.

ntsuperannuation@nt.gov.au

NT Superannuation Office
GPO Box 4675
Darwin NT 0801

Do not return this form to your payroll area. They cannot approve your request.

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.

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Application form – only complete this form if your salary and allowances have reduced from 1 October 2025

Personal details

Full name			
Residential address			
Postal address			
Email			
Member no (AGS)			
Date of birth		Mobile no	

Request for approval to maintain higher contribution salary

I request approval from the Commissioner of Superannuation to maintain my previous higher contribution salary.

Reason that current salary is less than last year's contribution salary – This section must be completed

Please return the completed form to the **Northern Territory Superannuation Office** by **Monday 21 September 2026**. Forms received after this date may not be processed in accordance with your request. **Do not** return this form to your payroll area, as they cannot approve your request.

Privacy statement

The Northern Territory Superannuation Office is a division of the Department of Treasury and Finance, a Northern Territory Government Agency. The privacy and confidentiality of your personal information is important to the Northern Territory Superannuation Office. The information collected will only be used for the purpose for which it was supplied for administering your superannuation account 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, please visit the Northern Territory Government website at www.nt.gov.au.

Member declaration

By signing this application I hereby authorise the Commissioner of Superannuation to:

- make such inquiries as they deem necessary in considering this application; and
- advise other persons or bodies of the Commissioner's decision in relation to this application.

Member signature:

Date:

Internal use only

Northern Territory Superannuation Office – action required

☐ Not approved

☐ Approved, specify contribution salary:

Commissioner of Superannuation:

Date: