



**Pension Schemes Online**

**Change of Scheme Administrator / Practitioner Details**

**Response Messages for e-Submission**

<b>1. Document Control</b>	<b>3</b>
<b>2. About this document</b>	<b>4</b>
<b>3. ChRIS Response Messages</b>	<b>5</b>
Correlation ID	5
Message class	5
<b>4. IRENvelope Response Messages</b>	<b>6</b>
1. Test Message	6
2. Key	6
3. Period end	6
4. Principal	6
5. Agent	6
6. Default currency	7
7. Namespace	7
8. Schema version	7
9. Top element name	7
10. IRmark	7
11. Sender	7
12. Pension Scheme Tax Reference	8
13. PS Body	<b>Error! Bookmark not defined.</b>
<b>5. Body Response Messages</b>	<b>9</b>
1. Scheme Administrators ID	9
2. Practitioners ID	9
Withdrawn	9
Is it a change of	10
Change of Name	10
4. Title	10
5. Forename(s)	11
6. Surname	11
7. Organisation Name	11
8. Title	12
9. Forename(s)	12
10. Surname	12
11. Organisation Name	12
Change of address	12
12. Address	13
13. UK Postcode	13
14. Country	13
15. Address	13
16. UK Postcode	13
17. Country	13
18. Current e-mail address	14
19. New e-mail address	14
20. Current Telephone Number	14
21. New Telephone Number	14
22. Do you require paper notices and reminders?	15
23. Do you want all your Relief at Source records updated with these new details?	15
<b>6. Success Response Messages</b>	<b>15</b>
1. Successful Submission Response	15

## 1. Document Control

Recipient		
Neil	Pickstone	IMS WebSolutions Project Manager
Ann	Walker	APSS Nottingham
Vanessa	Todd	IMS WebSolutions Requirements Manager
Shaun	Russell	IMS TPSS Requirements Manager
Nigel	Grunwell	IMS WebSolutions Shipley

### IMS WebSolutions

Version	Date	
0.1	16/06/05	First Draft
0.2	27/06/05	Second Draft
0.3	04/10/05	Amendments to align with CIT2
0.4	07/10/05	Changes to reflect UI
0.5	10/10/05	Parse rubric added
0.6	30/11/05	Defects 26011 and 27058
0.7	30/11/05	Defect IRUP00026627
0.8	03/01/06	Updated following transfer of responsibility to WebSolutions Newcastle
0.9	16/01/06	Message for Individual vs Organisation added
0.10	20/01/06	Message for UK Postcode added and items renumbered
0.11	30/01/06	Defect No 31851
0.12	31/01/06	Updated following defects 31907 and 32050
0.13	31/01/06	Updated following defect 30963
0.14	02/02/06	Updated following defect 31366
0.15	23/02/06	Updated to reflect defect 33470
0.16	05/07/06	Updated to reflect defect 32729
1.0	05/02/07	Defect 79818 add state validation, text in red.

By	Signature	Date
Ann Walker Vanessa Todd		

See document history

## 2. About this document

**Section 3** outlines the rules that govern the contents of the GovTalkHeader.

**Section 4** outlines the rules that govern the contents of the envelope schema. Business validation rules are defined in a separate set of rules for each message. This also contains both the validation and business rules, which will form part of the validation checks that will need to be undertaken by both the HMRC 'e' portal or that developed by third party software suppliers.

**Section 5** covers the body response messages. On submission the message is tested against the XML schema by the Parser. XML that successfully passes through the Parser will then be tested against the GovRules, which test the cross-field validation.

This section identifies every element in the business validation rules. In all cases a Parser error will be generated if the submission fails at Parser level. If there is no specific cross-field validation for an element it is simply noted 'Parser error'. Where there is a cross-field validation the error and error message only is detailed.

A bold black line separates each data item table and the error messages contained below this line are state validation.

HMRC will use the following default values within the error structure when Parser errors are located.

Element	Description and Value
RaisedBy	HMRC-ERIC
Number	5012 – all errors caused by schema validation 6010 – all errors from badly-formed XML
Type	business
Text	Default text from Parser
Location	Line and position number from the Parser

**Section 6** outlines the Success Response Messages.

### 3. CHRIS Response Messages

This section outlines the rules that govern the contents of the GovTalkHeader.

1. Correlation ID	
Error Number	
Error	A duplicate correlation ID has been submitted in TPVS.
Error Message	You have submitted a duplicate Correlation ID. Please either enter a new unique number or delete the element from your submission. In a live submission this field must be empty.
Error Number	
Error	Null correlation ID
Error Message	[CHRIS 1] System error <error number> please contact the helpdesk

2. Message class	
Error Number	
Error	The class sent does not match the URL.
Error Response Message	You have sent message class <Class> when the URL requires <Class>. Either make your submission to the correct URL or amend the class'.

#### 4. IRenvelope Response Messages

This section outlines the rules that govern the contents of the envelope schema.

Each submission must contain at least one only 1 occurrence of Pension Scheme Tax Reference, but may contain multiple occurrences of Scheme Administrators ID.

##### IRheader

1. Test Message	
Error	Parser level

2. Key	
Error	Parser level
Error Number	601505
Error	The Scheme Administrator ID in the IRheader does not match the Scheme Administrator ID in the body.
Error Message	The Scheme Administrator ID entry in the IRheader key does not match the Scheme Administrator ID in the body.
Error Number	601506
Error	The Practitioner ID in the IRheader does not match the Practitioner ID in the body.
Error Message	The Practitioner ID entry in the IRheader key does not match the Practitioner ID in the body.

3. Period end	
Error	Parser level

4. Principal	
Error	Parser level

5. Agent	
Error	Parser level

**6. Default currency**

Error	Parser level
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**Manifest**

**7. Namespace**

Error Number	1031
Error	The entry in the Namespace does not agree with the entry in the GovTalkHeader.
Error Message	[The namespace in the IRheader must match the GovTalkHeader] System error please contact the help desk.

**8. Schema version**

Error	Parser level
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**9. Top element name**

Error	Parser level
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**10. IRmark**

Error	Parser level
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**11. Sender**

Error	Parser level
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**PS Envelope**

<b>12. Pension Scheme Tax Reference</b>	
Error Number	601509
Error	Change of Scheme Administrator / Practitioner Details is submitted and the Pension Scheme Tax Reference in the Psheader is completed.
Error Message	[BVR Envelope 12] The Pension Scheme Tax Reference must be absent.

<b>13. PS Body</b>	
Error	Parser level

## Body Response Messages

### Scheme Administrator / Practitioner Details

Either the Scheme Administrator ID or the Practitioner ID must be present – not both

1. Scheme Administrators ID	
Error	Parser level
<b>Error Number</b>	701502
<b>Error</b>	Scheme Administrator ID does not match the information held on the database.
<b>Error Message</b>	The submission failed as ID of the Scheme administrator submitting the information does not match the details of the user being amended.

2. Practitioners ID	
Error	Parser level
<b>Error Number</b>	701503
<b>Error</b>	Practitioner ID does not match the information held on the database.
<b>Error Message</b>	The submission failed as ID of the Practitioner submitting the information does not match the details of the user being amended.
<b>Error Number</b>	701504 [Scheme Administrator / Practitioner Details data items 1-2]
<b>Error</b>	No Practitioner / Scheme administrator ID information available.
<b>Error Message</b>	ID for the Practitioner / Scheme administrator does not exist .

**Withdrawn**

At least one or more groups of the following data items must be completed:

- Change of Name - data items 5-11
- Change of Address - data items 12-17
- Change of e-mail address - data items 18-19
- Change of Telephone number - data items 20-21

Is it a change of	
Error Number	
Error	None of the following data items have changed: Name, Address, Email, Telephone, Communication.
Response Message	A change of at least one of the following fields must be specified: Name, Address, Email, Telephone, Communication.

### Change of Name

#### Current name- Only Individual details OR Organisation Name can be sent at a time, they cannot be sent together

If you have pre-registered as an Individual you cannot change to an Organisation. If you have pre-registered as an Organisation you cannot change to an Individual. You will need to pre-register again if you want to submit as either an Individual or Organisation.

Change of Name	
Error Number	601504
Error	Date items 3, 4 and 5 (Individual details) were completed but data Item 10 'Organisation Name' was completed for new name
Error message	[MSG ChangeScheme AdministratorPractitionerDetails) 'Change of Name']You must not change Individual details to Organisation details. You must pre-register as an Organisation.
Error Number	601503
Error	Date item 6 (Organisation name) was completed but data Items 7,8 and 9 '(Individual details) were completed for new name
Error message	[MSG ChangeScheme AdministratorPractitionerDetails) 'Change of Name'] You must not change Organisation details to Individual details. You must pre-register as an Individual.

4. Title	
Error	Parse level

5. Forename(s)	
Error	Parse level

6. Surname	
Error	Parse level

7. Organisation Name	
Error	Parse level
Error Number	701505 [Scheme Administrator / Practitioner Current Name data items 4-7]
Error	Invalid information provided.
Error Message	The information you have entered is not valid. Please check the details and try again

**New Name- Only Individual details OR Organisation Name can be sent at a time, they cannot be sent together**

8. Title	
Error	Parse level

9. Forename(s)	
Error	Parse level

10. Surname	
Error	Parse level

11. Organisation Name	
Error	Parse level

**Change of address**

Change of address	
Error Number	601502
Error	Data item 17 (Country) was completed with "United Kingdom" but data Item 16 (UK Postcode) was not completed.
Error message	[MSG ChangeScheme AdministratorPractitionerDetails) 'Change of Address' A UK Postcode must be supplied when the address is in the United Kingdom.

**Current address**

12. Address	
Error	Parse level

13. UK Postcode	
Error	Parse level

14. Country	
Error Number	601501
Error	Scheme Administrator ID [BVR Data item 1] is completed and the change of country is not one of the EU/EEA countries.
Error Message	[ChangeScheme AdministratorPractitionerDetails 14] Country specified for the Scheme Administrator is not one of the EU/EEA countries.

**New Address**

15. Address	
Error	Parse level

16. UK Postcode	
Error	Parse level

17. Country	
Error Number	601501
Error	Scheme Administrator ID [BVR Data item 1] is completed and the change of country is not one of the EU/EEA countries.
Error Message	[ChangeScheme AdministratorPractitionerDetails 17] Country specified for the Scheme Administrator is not one of the EU/EEA countries.

**E-mail address – add or change**

<b>18. Current e-mail address</b>	
Error	Parse level

<b>19. New e-mail address</b>	
Error	Parse level

**Change of telephone number**

<b>20. Current Telephone Number</b>	
Error	Parse level

<b>21. New Telephone Number</b>	
Error	Parse level

## Change of Preferred Communication Channel

22. Do you require paper notices and reminders?	
Error Number	
Error	'yes' and (data item 18) 'Current e-mail address' is absent and (data item 19) 'New e-mail address' is present.
Error Message	Must be 'no' if (data item 18) 'Current e-mail address' is absent and (data item 19) 'New e-mail address' is present.
Error Number	
Error	'yes' and (data item 18) 'Current e-mail address and (data item 19) 'New e-mail address' are present.
Error Message	Must be 'no' if both (data item 18) 'Current e-mail address' and (data item 19) 'New e-mail address' are present.
Error Number	
Error	'no' and (data item 18) 'Current e-mail address' is present and (data item 19) 'New e-mail address' is absent.
Error Message	Must be 'yes' if (data item 18) 'Current e-mail address' is present and (data item 19) 'New e-mail address' is absent.

23. Do you want all your Relief at Source records updated with these new details?	
Error	Parse level

## 6. Success Response Messages

1. Successful Submission Response	
Message Number	MSG1
Response	Notifying the actor of a successful submission
Response Message	Thank you for submitting this information. Please note you will not be able to view or change this information until 24 hours have elapsed.