

Index June 2018	Timescales and Monitoring Objectives Update RKP2018																												
	Record Keeping Plan RKP2018 to December 2018												Plan Activities	Plan Activities	2018												Data Improvement	Data Improvement	Data Improvement
	Scheme Data Improvement Plan Activities Timescales Overview												Start Date	Completion Date	March	April	May	June	July	August	September	October	November	December	Milestones	Milestone Date 1	Milestone Date 2		
3.1	1st Employer Forum												April	April												Employer Forum Completed	April 2018	N/A	
3.1	Capita Conditional Data												April	June												Capita Start Data Improvements	April 2018	Due to completed July 2018	
3.1	Capita Common Data												April	July												Capita Start Data Improvements	April 2018	Due to completed June 2019	
3.1	Employer EOY Data To Capita For Annual Benefits Statements												March	June												Employer data updated for EOY	March 2018	June	
3.2	Legal Duties Acknowledgement Employer												January	May												Acknowledgement Legal Duties	May 2018	N/A	
3.2	Target Common Data Addresses												March	May												Target Address Search Concludes	June 2018	Concluded June 2018	
3.6	Working Party Brent/Employer												May	May												Working Party Held	May 2018	N/A	
3.6	2nd Employer Forum												September	September												Employer Forum September	September 2018	N/A	

Green	Completed
Light Orange	Ongoing
Grey	Filler Colour