

**NOTICE CONFIRMING THAT PARTNER IS TAKING SPL BUT MOTHER OR BIRTH PARENT IS NOT (FOR MOTHER/BIRTH PARENT’S SERVING/EMPLOYED BY THE FORCE** (SPL Form 8)

**Version Date: 12 June 2024**

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| **SECTION A: GENERAL (must be completed)** |
| Please accept this as notification that I (the mother or birth parent) do not intend to take SPL (or ShPP where relevant) but that my partner will be. |
| Mother or birth parent’s name: |       |

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| **SECTION B: CONFIRMATION** |
| * I am either not entitled to SPL (or ShPP, where relevant), or do not intend to take SPL (or claim ShPP, where relevant)
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| * I declare that my partner has given notice to their employer to take SPL and/or ShPP
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| * I consent to my partner’s claim for SPL and/or ShPP
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| **SECTION D: SIGNATURES** |
| **Signed** (Mother or birth parent): |       |
| **Dated**  | Click or tap to enter a date. |
| **Signed**  |       |

**Please submit this form electronically (copying in your line manager) to:**

HR Operations – Admin (D&C) or .HR Ops Dorset – Admin (Dorset)

Should you have any queries concerning this form, please contact the relevant HR Operations – Admin Team via email.

**Payroll Queries**

If your query is in relation to your pay, please contact the Payroll Team.

**Resource Management & Duties**

Where appropriate, please copy in the relevant Resource Management Unit (D&C) / Duties Team (Dorset) or, for CRC staff, CRC Resource Planning Team (D&C).