

**To: The Chair of the Probation Board/Trust  
The Chief Officer of the Probation Board  
The Chief Executive of the Probation Trust  
(Copy enclosed for the Head of Human Resources)  
The Secretary of the Probation Board/Trust  
Members of the NNC**

24 September 2008

**NNC CIRCULAR NO.15/2008**

Dear Madam/Sir

**NNC Handbook - Amendment to Section B20, Model Retirement Policy**

A recent case before an Employment Tribunal has highlighted the fact that in order for retirement at age 65 to comply with the Age Discrimination legislation, retirement has to be on the employee's 65<sup>th</sup> birthday.

The Handbook entry at Section B20, Paragraph 16, currently refers to retirement on the day **before** the employee's 65<sup>th</sup> birthday. The attached replacement page B20/4 rectifies that error and should be inserted in the Handbook accordingly.

Boards and Trusts should ensure that local procedure reflects this amendment.

Yours faithfully

**Christine Lawrie  
Jonathan Ledger**

**Joint Secretaries**