

Reference No: E108/1/69; **Date:** 27/04/73

Circular 19/1973:- Productivity in the Civil Service

A Dhuine Uasail

I am directed by the Minister for Finance to say that he has accepted Agreed Report No. 589 of the General Council under the Scheme of Conciliation and Arbitration for the Civil Service in relation to measures for the improvement of efficiency.

It was agreed that the staff and official sides would co-operate in the application of appropriate techniques for increasing productivity in office work areas where such techniques were capable of being applied. As far as possible these techniques would be applied by officers from Government Departments who received appropriate training. Where, exceptionally, outside expertise had to be engaged to assist in the application of these techniques, there would be a full opportunity for discussion beforehand at the General Council or Departmental Council, as appropriate. At all stages the closest touch would be kept with the staff interests affected and, where appropriate, further discussion could take place at conciliation council level, should either side so prefer.

You should accordingly, bear this agreement in mind and give effect to its provisions if and when the occasion arises in your Department/Office.

Mise le meas,

N Whelan