



An Roinn Airgeadais
Department of Finance

E107/1/99

12 July 2000

73-79,

Sráid an Mhóta Íocht.,

Baile Átha Cliath 2,

Éire.

73-79,

Lower Mount Street,

Dublin 2,

Ireland.

Telephone: 353-1 676 7571

Facsimile: 353-1 604 5499

LoCall: 1890 66 10 10

VPN: 8109

<http://www.irlgov.ie/finance>

Circular 19/2000: Revision of starting pay of certain grades with age pointed scales

A Dhuine Uasail

1. I am directed by the Minister for Finance to say that he has accepted the recommendation in General Council Report No.1370 which provides for the removal of certain age points on the Clerical Officer and Executive Officer pay scales.
2. I am to convey sanction for the implementation of revised standard scales for Clerical Officer and Executive Officer as shown at Appendices A and B. The arrangements for assimilation to the new scales are as follows:
 - (i) A Clerical Officer on any of the first four points of the existing scales will be on the first point of the revised scale with effect from 1 May 2000. In the case of a Clerical Officer on any of the first three points of the existing scales this date becomes his/her new incremental date. A Clerical Officer on the fourth point of the existing scales will retain his/her existing incremental date.
 - (ii) A Clerical Officer on the fifth point of the existing scales will move to the second point of the revised scale with effect from 1 May 2000 and will retain his/her existing incremental date.
 - (iii) An Executive Officer on any of the first four age points of the existing scale will be on the minimum of the revised scale with effect from 1 May 2000. In the case of an Executive Officer on any of the first three points of the existing scale this date becomes his/her new incremental date and he/she will move along the revised scale by annual incremental progression. An Executive Officer on the fourth, fifth or sixth point of the existing scale will retain his/her existing incremental date (i.e. his/her birthday).

3. A new recruit to the Executive Officer grade who is under age 22, entering at the minimum of the revised scale, will move along the scale by annual incremental progression, except where that person reaches his/her 22nd birthday before their first incremental date, in which case he/she will be placed on the second point of scale on reaching his/her 22nd birthday. A new recruit to the Executive Officer grade who is aged 22, entering the revised scale at the second point, will be placed on the third point of the scale on reaching his/her 23rd birthday.
4. Attention is drawn to the letter of 6 July 2000 to Personnel Officers which provides for the incorporation of personal long service increments for members of certain grades into the permanent scale structures. This position is reflected in the scales set out in Appendices A and B to this circular.
5. Any difficulties which arise in the application of this circular should be raised, by telephone in the first instance, with this Department (Tel: 6045413 or 6045412, or VPN 8 1 09 5413/5412).
6. Additional copies of this circular may be obtained, on requisition, from the Government Supplies Agency, 4/5 Harcourt Road, Dublin 2.

Mise le Meas

Ciaran Connolly
Assistant Secretary

Appendix A to Circular 19/2000

Revised scale with effect from 1 May 2000 for the grades of Clerical Officer (Standard Scale), Clerical Officer (Data Entry), Telephonist and Visually Impaired Telephonist:

£212.23	£222.14	£232.04*	£241.96	£251.86	£261.77
£271.68	£281.59	£291.49	£301.39	£311.23	£326.57
£338.64 ¹	£344.17 ²				

Revised scale with effect from 1 May 2000 for the grades of Clerical Officer (Standard Scale), Clerical Officer (Data Entry), Telephonist and Visually Impaired Telephonist appointed on or after 6 April 1995 paying the Class A rate of PRSI contribution and making an employee contribution in respect of personal superannuation benefits

£223.40	£233.83	£244.25*	£254.68	£265.13	£275.55
£285.97	£296.39	£306.84	£317.26	£327.61	£343.75
£356.45 ¹	£362.28 ²				

1 After 3 years satisfactory service at the maximum.

2 After 6 years satisfactory service at the maximum

* In the case of Clerical Officer (Data Entry), progress beyond this point will be dependant on the achievement of proficiency.

Appendix B to Circular 19/2000

Revised scale with effect from 1 May 2000 for the grade of Executive Officer (Standard Scale)

£13,582 (*entry under age 22*) £14,587 (*entry at age 22*) £15,632 (*entry at age 23 or over*),
£16,427 £17,194 £17,957 £18,700 £19,447 £20,174
£20,919 £21,406 £22,135¹ £22,862²

Revised scale with effect from 1 May 2000 for the grade of Executive Officer (Standard Scale) appointed on or after 6 April 1995 paying the Class A rate of PRSI contribution and making an employee contribution in respect of personal superannuation benefits

£14,297 (*entry under age 22*) £15,355 (*entry at age 22*) £16,454 (*entry at age 23 or over*)
£17,290 £18,099 £18,900 £19,683 £20,470 £21,235
£22,021 £22,532 £23,299¹ £24,064²

1. After 3 years satisfactory service at the maximum.
2. After 6 years satisfactory service at the maximum