



An Roinn Airgeadais
Department of Finance

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E142/3/92

11 November 2000

Circular 31/00: Transfer of Sections of the Department of Social, Community and Family Affairs to Dundalk.

A Dhuine Uasail,

1. In accordance with the Government's decentralisation programme approximately 90 staff of the Department of Social, Community and Family Affairs will transfer to new purpose built office accommodation in Dundalk.

It is intended that the Department's Accounts Branch will be transferred.

Grades required

2. Some officers in the Department of Social, Community and Family Affairs have already indicated an interest in transferring permanently to Dundalk. The purpose of this Circular is to canvass staff in other Departments/Offices who also would be willing to transfer to the Department of Social, Community and Family Affairs for permanent transfer to Dundalk. It is expected that staff will be required in the following Grades:

Principal Officer
Assistant Principal Officer
Higher Executive Officer
Executive Officer
Staff Officer
Clerical Officer
Services Officer

Vacancies in the Clerical Officer grade will be filled from the central transfer lists, but Officers interested should make formal application to the Department of Social, Community and Family Affairs stating the Department or Office on whose transfer lists they feature. Applications received under this Circular from Officers in that grade who are not already on the central transfer lists will be placed on the appropriate list in the Department of Social, Community and Family Affairs.

Applicants, except those on the central transfer lists, will be selected by the Department of Social, Community and Family Affairs having regard to seniority and suitability and those selected will be transferred definitively to that Office.

Seniority

3. All officers, with the exception of those in grades represented by the CPSU, transferring into and out of the Department of Social, Community and Family Affairs will retain their service-based seniority. In the case of grades represented by the CPSU, officers transferring into the Department of Social, Community and Family Affairs will not retain their seniority (paragraph 11 of the Appendix A, Agreed Report 782). All Officers transferring out of the Department of Social, Community and Family Affairs will carry their service for seniority purposes.

4. Officers transferred to the Department of Social, Community and Family Affairs will be eligible to be considered for promotion within the Department of Social, Community and Family Affairs. They will continue to have the same rights as they now have to compete in interdepartmental competitions.

Transferring

5. Removal expenses will not be payable. It is expected that the transfer to Dundalk will commence early to mid 2002, but staffing arrangements must be finalised as soon as possible so that the transferees will be familiar with the work before the transfer takes place. In general, officers will therefore be transferred to the Department of Social, Community and Family Affairs in Dublin in the first instance. Information about amenities in Dundalk is appended.

How to Apply

6. Any Officer who wishes to transfer to Dundalk, including those already on the central transfer lists, or, who has already applied directly to the Department of Social, Community and Family Affairs, must make a formal application now in accordance with this Circular. Transfer applications should be sent by the applicant's own Personnel Section to the Personnel Officer, Department of Social, Community and Family Affairs. The application, accompanied by a duly completed T Gen 20 Form, and part 2 of Increment Form T Gen 3 must reach the Personnel Officer, Department of Social, Community and Family Affairs, Floor 3, Aras Mhic Dhiarmada, Dublin 1, by 1 December 2000 at the latest. If there are no applications from your Department a "Nil" return should be forwarded.

Mise le meas

Colm Gallagher
Assistant Secretary

To / All Departments.

Dundalk - An Introduction

Dundalk is the County Town of County Louth and has a population of approximately 26,000. It is situated 56 miles from Dublin, 21 miles from Drogheda and Ardee and Dunleer are roughly 10 miles away.

The new Department of Social, Community and Family Affairs Office will be constructed beside the new County Council Offices and beside a new swimming pool, which is currently under construction.

Accommodation :

There is a good variety of accommodation available in Dundalk for purchase, with a number of new houses currently under construction. House prices range from £90,000 for a three-bedroomed Townhouse/terraced house to £140,000 and upwards for a four-bedroomed detached house.

Education :

Dundalk is served by 39 schools; 6 at second level (1 boys only, 2 girls only and 3 mixed) and 33 primary. Dundalk also has its well established DIT College.

Health :

Louth County Hospital is situated in Dundalk.

Further information on the town of Dundalk is available from

Dundalk Chamber of Commerce,
3 Roden Place,
Dundalk
County Louth.

Tel: 042-36343