

Reference No: E107/3/03; **Date:** 30/05/2005

Circular 15/2005:- Revision of pay of civil servants

E107/3/03
30 May 2005

Circular 15/2005: Revision of pay of Civil Servants
Application of increases under the final phase of benchmarking and Section 14.2 of the Mid-Term Review of Part Two of Sustaining Progress

A Dhuine Uasail

1. I am directed by the Minister for Finance to convey the following instructions to Departments in relation to the final phase of the pay increases arising from the report of the Public Service Benchmarking Body and the increase of 1.5% (or 2% for those earning up to and including €351 per week) due under Section 14.2 of the Mid-Term Review of Part Two of Sustaining Progress with effect from 1 June 2005.

2. The payment of the 1.5% (or 2% if appropriate) increase and the final phase of the increases recommended by the Public Service Benchmarking Body are dependent, in the case of each Civil Service organisation and grade, on verification of co-operation with flexibility and ongoing change, satisfactory implementation of the agenda for modernisation, maintenance of stable industrial relations and absence of industrial action in respect of any matters covered by the Sustaining Progress agreement.

3. The Civil Service Performance Verification Group have considered progress achieved in the organisations and grades with which it is concerned and have decided that payment is warranted. Accordingly, the increases set out in Paragraph 5 may now be applied, in accordance with the provisions of this Circular, in the case of those grades employed in your Department. Separate instructions will issue in respect of the organisations and grades which are covered by the Justice and Equality Performance Verification Group.

Classes Affected

4. (a) Subject to the provisions of sub-paragraph (b) following, this circular applies to all civil service grades.

(b) This circular does not apply to: -
(i) employees whose pay is related directly to that of workers outside the civil service;
(ii) classes whose pay and conditions are appropriate for consideration by the Joint Industrial Council for State industrial employees;
(iii) persons paid on a fee, contract or piece-work basis or employed casually or on infrequent or nominal duties, e.g. Caretakers;
(iv) staff employed by the Department of Foreign Affairs in offices outside the State whose pay is fixed by reference to local conditions.

Revision of Pay

5. Subject to the provisions of this circular the final phase of the increase recommended by the Public Service Benchmarking Body and the increase due under section 14.2 of the Mid-Term Review of Part Two of Sustaining Progress are being applied with effect from 1 June 2005 to the basic pay of the grades to which this circular applies in accordance with the Sustaining Progress agreement.

6. The increases due under paragraph 5 are being added to basic pay as at 31 May 2005. The increase is being added to each point of incremental scales (and to off-scale points), rounding to the nearest euro on annual scales and to the nearest cent on weekly scales. Hourly rates should be rounded to the nearest €0.001.

Revised Rates

7. The revised rates, effective from 1 June 2005, for members of general service grades and of certain grades common to two or more Departments, to which this circular applies, are set out in Appendices 1A and 1B to this circular.

Established Officers appointed on or after 6 April 1995

8. As indicated in Circular 6/95, revised salary scales have been introduced for established officers appointed on or after 6 April 1995 covered by Class A social insurance and making an employee contribution in respect of personal superannuation benefits. The revised rates effective from 1 June 2005, for certain grades in this category are set out in Appendix 2 to this circular. Rates for other grades may be obtained from this Department following the procedure outlined in paragraph 17.

Dual Employment

9. In the case of officers employed in more than one capacity each employment may be treated separately for the purposes of calculating revised remuneration in accordance with this circular.

Overtime

10. Payment in respect of overtime rendered on or subsequent to 1 June 2005 by members of grades to which this circular applies should be calculated by reference to pay as increased with effect from 1 June 2005.

Officers on off-scale points

11. Such officers in grades which received a variable rate of increase at different points as a result of the report of the Public Service Benchmarking Body will benefit from an overall rate of increase which retains their position relative to the incremental points immediately below and above their off-scale point. The on-scale date for such officers should be unchanged. The pay of officers in grades which received the same increase on all points should be adjusted in the normal way by reference to the increases referred to in paragraph 5.

Officers on Mark-Time

12. For officers on mark-time, notional pay may be increased with effect from 1 June 2005 by reference to both the 1.5% increase (or the 2% increase if

appropriate) and the increase due under the final phase of benchmarking. Mark time pay may be increased by 1.5% (or 2% if appropriate) with effect from 1 June 2005 but should not be increased by reference to the final phase of benchmarking.

Allowances

13. Allowances in the nature of pay for civil servants to whom this circular applies may be increased by 1.5%. The report of the Public Service Benchmarking Body stated that allowances fall to be adjusted in accordance with normal custom and practice. Separate instructions will issue from this Department in any situation where normal custom and practice dictates that allowances also be increased on foot of the recommendations of the Public Service Benchmarking Body.

14. Children's allowances, both standard and ex-gratia, should be increased to €110.

Pensions

15. Pensions in course of payment on 1 June 2005 (revised, as appropriate, by reference to this Department's minutes of 7 November 1997 and 3 August 2000 to Personnel Officers) in respect of former civil servants who served in the grades to which this circular applies, will be adjusted, as appropriate in the normal way, by reference to the revisions of basic pay on the basis set out in paragraph 5 and 7. Departments/Offices which, under delegated authority, grant pensions and lump sums may, subject to any necessary prior consultation with this Department, revise pension payments strictly in accordance with this circular.

16. Officers in the grades to which this circular applies who retire on reaching the maximum retiring age limit during the period from 1 March 2005 to 31 May 2005 (both dates inclusive), but who could otherwise have been retained under the terms of this Department's Circular Letter 13/75 up to and including 1 June 2005, and who are alive on that date, may have their lump sums adjusted to take account of the pay rates applicable on that date. Deductions from lump sums in respect of non periodic contributions under the Spouses and Children's Pension Schemes should also be adjusted in these cases.

General

17. Individual queries in relation to pay should be raised as heretofore with the officer's Personnel Unit. Any difficulties that may arise from the application of this circular should be raised, by e-mail in the first instance, with this Department (E-mail address: payscales@finance.gov.ie). Where this is not possible, telephone queries may be raised with this Department (Tel. 6045404, 6045412 or 6045413). Superannuation queries should be directed to Tel. 6045405.

Electronic Copies of Circular

18. This circular is also available on the Department's web-site at <http://www.finance.gov.ie>.

Mise le meas

Ciarán Connolly
Assistant Secretary

Revised pay with effect from 1 June 2005 for General Service Grades.

SECRETARY GENERAL

€171,216

DEPUTY SECRETARY

€136,972

ASSISTANT SECRETARY

€101,099 €105,990 €110,883 €115,775

PRINCIPAL (HIGHER)

€80,750 €84,081 €87,422 €90,753 €93,599 €96,597¹
 €99,593²

PRINCIPAL

€75,036 €78,216 €81,376 €84,564 €87,247 €90,032¹
 €92,813²

ASSISTANT PRINCIPAL (HIGHER)

€63,293 €65,701 €68,120 €70,526 €72,939 €74,346
 €76,749¹
 €79,143²

ASSISTANT PRINCIPAL

€57,630 €59,786 €61,942 €64,099 €66,257 €67,504
 €69,679¹
 €71,859²

ADMINISTRATIVE OFFICER STANDARD SCALE

€29,061 €31,699 €35,072 €37,641 €40,211 €42,789
 €45,358

€47,921 €49,690¹ €51,463²

ADMINISTRATIVE OFFICER HIGHER SCALE

€37,641 €40,211 €42,789 €45,358 €47,921 €49,690
 €51,440
€53,191

1 After 3 years satisfactory service at the maximum.

2 After 6 years satisfactory service at the maximum.

Circular 15/2005 - Appendix 1A

HIGHER EXECUTIVE OFFICER STANDARD SCALE

€40,543 €41,775 €43,000 €44,228 €45,457 €46,691
 €47,921 €49,690¹ €51,463²

HIGHER EXECUTIVE OFFICER HIGHER SCALE

€43,000 €44,228 €45,457 €46,691 €47,921 €49,690
 €50,852
€52,020 €53,191

EXECUTIVE OFFICER STANDARD SCALE

€26,618 €28,566 €30,059 €31,508 €32,950 €34,360
 €35,783
€37,169 €38,597 €39,548 €40,894¹ €42,238²

EXECUTIVE OFFICER HIGHER SCALE

€26,618 €28,566 €30,059 €31,508 €32,950 €34,360
 €35,783
€37,169 €38,597 €39,548 €40,894 €41,894 €42,897
 €43,897

STAFF OFFICER

€30,428	€31,755	€32,952	€34,028	€35,109	€36,196
€37,290					
€38,336	€39,332 ¹	€40,628 ²			

CLERICAL OFFICER STANDARD SCALE

€20,181 (€386.75)	€21,121 (€404.78)	€22,065 (€422.86)
€23,008 (€440.94)	€23,949 (€458.97)	€24,892 (€477.04)
€25,834 (€495.09)	€26,776 (€513.15)	€27,716 (€531.17)
€28,658 (€549.22)	€29,594 (€567.16)	€31,053 (€595.12)
€32,200 (€617.10) ¹	€32,728 (€627.21) ²	

CLERICAL OFFICER HIGHER SCALE

€21,121 (€404.78)	€22,065 (€422.86)	€23,008 (€440.94)
€23,949 (€458.97)	€24,892 (€477.04)	€25,834 (€495.09)
€26,776 (€513.15)	€27,716 (€531.17)	€28,658 (€549.22)
€29,594 (€567.16)	€31,053 (€595.12)	€32,200 (€617.10)
€32,728 (€627.21)	€33,436 (€640.79)	

1 After 3 years satisfactory service at the maximum.

2 After 6 years satisfactory service at the maximum.

Note: While the scales for CO, Standard and Higher, are shown in annual terms, officers in these grades will continue to be paid on a weekly basis at the amounts shown in brackets.

Circular 15/2005 - Appendix 1A

HEAD SERVICES OFFICER

€491.53	€508.24	€524.95	€541.71	€558.43	€575.16
€595.12 ¹					
€617.10 ²					

SERVICES OFFICER

€363.72	€379.75	€394.25	€409.06	€419.68	€432.38
€454.24					
€469.62 ¹	€487.29 ²				

SERVICES ATTENDANT

€363.72	€369.69	€381.75	€396.38	€415.46	€430.27
€448.49					
€463.44 ¹	€480.92 ²				

CLEANER

€347.32	€361.69	€378.32	€388.60 ¹	€405.23 ²	
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- 1 After 3 years satisfactory service at the maximum.
 2 After 6 years satisfactory service at the maximum.

Circular 15/2005 - Appendix 1B

Revised pay with effect from 1 June 2005 for certain grades common to two or more Departments.

ENGINEER GRADE I AND PROFESSIONAL ACCOUNTANT GRADE I

€60,719	€62,621	€64,533	€66,441	€68,344	€70,609
	€73,193 ¹				
€75,774 ²					

ENGINEER GRADE II AND PROFESSIONAL ACCOUNTANT GRADE II

€51,885	€53,109	€54,325	€55,549	€56,770	€57,992
	€59,210				
€60,444	€62,457 ¹	€64,471 ²			

ENGINEER GRADE III AND PROFESSIONAL ACCOUNTANT GRADE III

€28,232	€30,857	€33,494	€36,124	€38,765	€40,395
	€42,022				
€43,650	€45,273	€46,901	€48,530	€50,156	€51,785
	€53,600 ¹				
€55,407 ²					

STATE SOLICITOR AND PROSECUTION SOLICITOR

€29,352	€32,020	€35,422	€38,023	€40,611	€43,218
	€45,815				
€48,397	€57,630	€59,786	€61,942	€64,099	€66,257
	€67,504				
€69,679 ¹	€71,859 ²				

LAW CLERK

€446.01	€465.91	€497.83	€514.41	€531.02	€547.60
	€564.23				

€580.85 €597.50 €614.64¹ €631.74²

HIGHER LEGAL EXECUTIVE

€40,543 €41,775 €43,000 €44,228 €45,457 €46,691
 €47,921 €49,690¹ €51,463²

LEGAL EXECUTIVE

€30,428 €31,755 €32,952 €34,028 €35,109 €36,196
 €37,290
€38,336 €39,332¹ €40,628²

1 After 3 years satisfactory service at the maximum.

2 After 6 years satisfactory service at the maximum.

Circular 15/2005 - Appendix 1B

SENIOR ENGINEERING DRAUGHTSPERSON

€33,716 €34,391 €35,236 €36,101 €36,946 €37,805
 €38,608 €39,916¹ €41,231²

ENGINEERING DRAUGHTSPERSON

€484.47 €502.82 €521.22 €539.66 €558.14 €576.67
 €595.28
€613.09 €630.90 €648.70 €666.56 €689.22¹ €711.91²

CHIEF SUPERINTENDENT MAPPING

€42,411 €44,467 €46,526 €48,582 €50,639 €52,693
 €54,757

€56,819 €58,632 €60,444 €62,457¹ €64,471²

SUPERINTENDENT MAPPING

€37,469 €38,817 €39,948 €41,059 €42,189 €43,318
 €44,426 €45,826¹ €47,224²

EXAMINER IN CHARGE

€32,325 €33,056 €33,779 €34,509 €35,246 €35,981
 €37,469 €38,649¹ €39,832²

EXAMINER OF MAPS

€554.57 €570.66 €586.12 €600.59 €616.13 €627.44
 €649.05¹
€670.71²

MAPPING DRAUGHTSPERSON

€395.89 €407.54 €421.80 €436.03 €450.33 €464.73
 €479.03
€493.42 €507.24 €520.94 €534.71 €548.46 €562.23
 €581.38¹
€600.49²

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

Circular 15/2005 - Appendix 1B

SENIOR ARCHITECT

€55,513	€58,467	€61,411	€64,358	€67,304	€70,609
	€73,193 ¹				
€75,774 ²					

ARCHITECT

€32,900	€35,387	€37,869	€40,357	€42,013	€43,665
	€45,317				
€46,972	€48,629	€50,283	€51,942	€53,591	€55,266
	€57,083 ¹				
€58,912 ²					

ARCHITECTURAL ASSISTANT GRADE II

€484.47	€502.82	€521.22	€539.66	€558.14	€576.67
	€593.65				
€612.27	€630.90	€648.70	€666.56	€689.22 ¹	€711.91 ²

SENIOR LABORATORY TECHNICIAN

€42,117	€44,089	€45,835	€47,626	€49,467	€51,278
	€53,144				
€54,992	€56,849 ¹				

LABORATORY TECHNICIAN

€30,154	€31,049	€31,900	€33,918	€35,224	€36,540
	€37,879				
€39,217	€40,555	€41,907	€43,267	€44,645	€45,981
	€46,901 ¹				

CLERICAL OFFICER DATA ENTRY AND VISUALLY IMPAIRED TELEPHONIST

€20,181 (€386.75)	€21,121 (€404.78)	€22,065 (€422.86)
€23,008 (€440.94)	€23,949 (€458.97)	€24,892 (€477.04)

€25,834 (€495.09)	€26,776 (€513.15)	€27,716 (€531.17)
€28,658 (€549.22)	€29,594 (€567.16)	€31,053 (€595.12)
€32,200 (€617.10) ¹	€32,728 (€627.21) ²	

NIGHTWATCHMAN

€364.80	€378.63	€392.76	€407.30	€420.30	€434.60 ¹
	€450.97 ²				

1 After 3 years satisfactory service at the maximum.

2 After 6 years satisfactory service at the maximum.

* Progress beyond this point for CO Data Entry is dependent on the achievement of proficiency.

Note: While the scales for CO Data Entry and Visually Impaired Telephonist are shown in annual terms, officers in these grades will continue to be paid on a weekly basis at the amounts shown in brackets.

Circular 15/2005 - Appendix 2

Revised pay with effect from 1 June 2005 for established officers 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.

PRINCIPAL (HIGHER)

€85,006	€88,506	€92,024	€95,533	€98,524	€101,677 ¹
€104,830 ²					

PRINCIPAL

€78,985	€82,335	€85,661	€89,013	€91,839	€94,769 ¹
	€97,698 ²				

ASSISTANT PRINCIPAL (HIGHER)

€66,626	€69,161	€71,701	€74,239	€76,779	€78,261
	€80,781 ¹				

€83,307²

ASSISTANT PRINCIPAL

€60,660 €62,931 €65,199 €67,473 €69,743 €71,051
 €73,345¹
€75,643²

ADMINISTRATIVE OFFICER STANDARD SCALE

€30,593 €33,367 €36,920 €39,623 €42,327 €45,039
 €47,745
€50,440 €52,309¹ €54,173²

ADMINISTRATIVE OFFICER HIGHER SCALE

€39,623 €42,327 €45,039 €47,745 €50,440 €52,309
 €54,148
€55,989

HIGHER EXECUTIVE OFFICER STANDARD SCALE

€42,676 €43,971 €45,264 €46,558 €47,852 €49,147
 €50,440
€52,309¹ €54,173²

HIGHER EXECUTIVE OFFICER HIGHER SCALE

€45,264 €46,558 €47,852 €49,147 €50,440 €52,309
 €53,534
€54,760 €55,989

EXECUTIVE OFFICER STANDARD SCALE

€28,021 €30,067 €31,640 €33,163 €34,681 €36,166
 €37,666
€39,126 €40,631 €41,628 €43,044¹ €44,458²

1 After 3 years satisfactory service at the maximum.

2 After 6 years satisfactory service at the maximum.

Circular 15/2005- Appendix 2

EXECUTIVE OFFICER HIGHER SCALE

€28,021	€30,067	€31,640	€33,163	€34,681	€36,166
	€37,666				
€39,126	€40,631	€41,628	€43,044	€44,098	€45,153
	€46,212				

STAFF OFFICER

€32,028	€33,425	€34,686	€35,818	€36,961	€38,102
	€39,248				
€40,355	€41,399 ¹	€42,761 ²			

ENGINEER GRADE I AND PROFESSIONAL ACCOUNTANT GRADE I

€63,910	€65,917	€67,929	€69,936	€71,942	€74,327
	€77,043 ¹				
€79,762 ²					

ENGINEER GRADE II AND PROFESSIONAL ACCOUNTANT GRADE II

€54,616	€55,902	€57,184	€58,473	€59,759	€61,044
	€62,326				
€63,627	€65,745 ¹	€67,867 ²			

ENGINEER GRADE III AND PROFESSIONAL ACCOUNTANT GRADE III

€29,717	€32,483	€35,256	€38,032	€40,807	€42,519
	€44,229				
€45,946	€47,658	€49,370	€51,085	€52,794	€54,514
	€56,420 ¹				
€58,321 ²					

STATE SOLICITOR AND PROSECUTION SOLICITOR

€30,903	€33,703	€37,286	€40,022	€42,749	€45,490
	€48,223				
€50,945	€60,660	€62,932	€65,199	€67,473	€69,743
	€71,051				
€73,345 ¹	€75,643 ²				

LAW CLERK

€469.52	€490.44	€524.01	€541.47	€558.97	€576.43
	€593.92				
€611.39	€628.91	€646.97 ¹	€664.99 ²		

SENIOR LABORATORY TECHNICIAN

€44,333	€46,409	€48,249	€50,132	€52,070	€53,978
	€55,941				
€57,885	€59,841 ¹				

LABORATORY TECHNICIAN

€31,738	€32,683	€33,579	€35,705	€37,078	€38,462
	€39,872				
€41,280	€42,690	€44,112	€45,546	€46,996	€48,400
	€49,371 ¹				

1 After 3 years satisfactory service at the maximum.

2 After 6 years satisfactory service at the maximum.

Circular 15/2005- Appendix 2

CLERICAL OFFICER STANDARD SCALE, CLERICAL OFFICER DATA ENTRY AND VISUALLY IMPAIRED TELEPHONIST

€21,245 (€407.14)	€22,234 (€426.10)	€23,226 (€445.12)*
€24,218 (€464.12)	€25,210 (€483.13)	€26,203 (€502.16)
€27,193 (€521.13)	€28,183 (€540.12)	€29,177 (€559.16)
€30,168 (€578.15)	€31,152 (€597.01)	€32,686 (€626.41)
€33,895 (€649.57) ¹	€34,448 (€660.17) ²	

CLERICAL OFFICER HIGHER SCALE

€22,234 (€426.10)	€23,226 (€445.12)	€24,218 (€464.12)
€25,210 (€483.13)	€26,203 (€502.16)	€27,193 (€521.13)
€28,183 (€540.12)	€29,177 (€559.16)	€30,168 (€578.15)
€31,152 (€597.01)	€32,686 (€626.41)	€33,895 (€649.57)

€34,448 (€660.17) €35,195 (€674.49)

SERVICES OFFICER

€381.77 €399.33 €414.99 €430.64 €441.79 €455.15
 €478.05
€494.39¹ €512.93²

SERVICES ATTENDANT

€381.77 €388.24 €401.59 €417.24 €437.31 €452.94
 €472.12
€487.79¹ €506.21²

CLEANER

€362.72 €379.64 €397.79 €409.03¹ €426.56²

1 After 3 years satisfactory service at the maximum.

2 After 6 years satisfactory service at the maximum.

* Progress beyond this point for CO Data Entry is dependent on the achievement of proficiency.

Note: While the scales for CO Standard, CO Data Entry and Visually Impaired Telephonist are shown in annual terms, officers in these grades will continue to be paid on a weekly basis at the amounts shown in brackets