E107/22/06

21 December 2006

Circular 46/2006: Revision of pay of Civil Servants in relation to Grades represented by the Civil, Public and Services Union
Application of increases under Section 27.17 of Towards 2016

A Dhuine Uasail

1. I am directed by the Minister for Finance to convey the following instructions to Departments in relation to the application to the civil service of a pay increase of 3% under Section 27.17 of Towards 2016 with effect from 1 December 2006.

2. The payment of the 3% is 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 Towards 2016 agreement.

3. The Civil Service Performance Verification Group has considered whether these conditions have been met in the case of the organisations and grades with which they are concerned. Circular 41/2006 provided for the increase, with effect from 1 December 2006, to all grades, other than the grades represented by the Civil, Public and Services Union. The Group has now decided that the payment of the pay increase to the grades represented by the Civil, Public and Services Union, 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.

Classes Affected

4. (a) Subject to the provisions of sub-paragraph (b) following, this circular applies to civil service grades for whom the Civil, Public and Services Union holds recognition.

(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, fixed payment 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 an increase of 3% due under section 27.17 of Towards 2016 is being applied with effect from 1 December 2006 to the basic pay of the grades to which this circular applies in accordance with the Towards 2016 agreement.

6. The increases due under paragraph 5 are being added to basic pay as at 30 November 2006. 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 December 2006, 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 l995

8. As indicated in Circular 6/95, revised salary scales have been introduced for established officers appointed on or after 6 April l995 covered by Class A social insurance and making an employee contribution in respect of personal superannuation benefits. The revised rates effective from 1 December 2006 for certain grades in this category are set out in Appendices 2A and 2B to this circular. Rates for other grades

may be obtained from this Department following the procedure outlined in paragraph 16.

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 December 2006 by members of grades to which this circular applies should be calculated by reference to pay as increased with effect from 1 December 2006.

Officers on Mark-Time

11. For officers on mark-time, both notional and mark time pay may be increased by 3% with effect from 1 December 2006.

Allowances

12. Allowances in the nature of pay for civil servants to whom this circular applies may be increased by 3%.

13. Children's allowances, both standard and ex-gratia, should be increased to €113.

Pensions

14. Pensions in course of payment on 1 December 2006 (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.

15. Officers in the grades to which this circular applies who retire on reaching the maximum retiring age limit during the period from 1 September 2006 to 30 November 2006 (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 December 2006, 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

16. **Individual queries in relation to pay should be raised as heretofore with an 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. (01) 6045404, 6045412 or 6045413). Superannuation queries should be directed to Tel. (01) 6045405.

Electronic Copies of Circular

17. 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 December 2006 for General Service Grades.

STAFF OFFICER

€32,606	€34,028	€35,310	€36,463	€37,623	€38,787	€39,959	€41,081
€42,148 [1]	€43,536 [2]						

CLERICAL OFFICER

€21,625 (€414.43)	€22,633 (€433.75)	€23,644 (€453.13)	€24,655 (€472.50)	€25,664 (€491.83)	€26,674 (€511.20)	€27,683 (€530.53)	€28,693 (€549.89)
€29,701 (€569.20)	€30,710 (€588.54)	€31,713 (€607.76)	€33,276 (€637.72)	€34,506 [1] (€661.28)	€35,071 [2] (€672.12)		

CLERICAL OFFICER HIGHER SCALE

€22,633 (€433.75)	€23,644 (€453.13)	€24,655 (€472.50)	€25,664 (€491.83)	€26,674 (€511.20)	€27,683 (€530.53)	€28,693 (€549.89)	€29,701 (€569.20)
€30,710 (€588.54)	€31,713 (€607.76)	€33,276 (€637.72)	€34,506 (€661.28)	€35,071 (€672.12)	€35,830 (€686.66)		

[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.

Revised pay with effect from 1 December 2006 for certain grades common to two or more Departments.

CLERICAL OFFICER DATA ENTRY AND VISUALLY IMPAIRED TELEPHONIST

€21,625 (€414.43)	€22,633 (€433.75)	€23,644 * (€453.13)	€24,655 (€472.50)	€25,664 (€491.83)	€26,674 (€511.20)	€27,683 (€530.53)	€28,693 (€549.89)
€29,701 (€569.20)	€30,710 (€588.54)	€31,713 (€607.76)	€33,276 (€637.72)	€34,506 [1] (€661.28)	€35,071 [2] (€672.12)		

[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 dependant on the achievement of proficiency.**
Note: While the scales for CO Data Entry and Visulally 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.

Revised pay with effect from 1 December 2006 for established officers appointed on or after the 6th April 1995 paying the Class A rate of PRSI contribution and making an employee contribution in respect of personal superannuation benefits for General Service Grades.

STAFF OFFICER

€34,321	€35,817	€37,169	€38,382	€39,607	€40,830	€42,058	€43,244
€44,363 [1]	€45,822 [2]						

CLERICAL OFFICER

€22,766 (€436.29)	€23,825 (€456.60)	€24,889 (€476.99)	€25,952 (€497.35)	€27,015 (€517.72)	€28,078 (€538.10)	€29,139 (€558.44)	€30,201 (€578.79)
€31,266 (€599.19)	€32,327 (€619.53)	€33,382 (€639.75)	€35,026 (€671.26)	€36,320 [1] (€696.06)	€36,913 [2] (€707.42)		

CLERICAL OFFICER HIGHER SCALE

€23,825 (€456.60)	€24,889 (€476.99)	€25,952 (€497.35)	€27,015 (€517.72)	€28,078 (€538.10)	€29,139 (€558.44)	€30,201 (€578.79)	€31,266 (€599.19)
€32,327 (€619.53)	€33,382 (€639.75)	€35,026 (€671.26)	€36,320 (€696.06)	€36,913 (€707.42)	€37,715 (€722.78)		

[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.

Revised pay with effect from 1 December 2006 for established officers appointed on or after the 6th April 1995 paying the Class A rate of PRSI contribution and making an employee contribution in respect of personal superannuation benefits for certain grades common to two or more Departments.

CLERICAL OFFICER DATA ENTRY AND VISUALLY IMPAIRED TELEPHONIST

€22,766 (€436.29)	€23,825 (€456.60)	€24,889 * (€476.99)	€25,952 (€497.35)	€27,015 (€517.72)	€28,078 (€538.10)	€29,139 (€558.44)	€30,201 (€578.79)
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