

# Civil Service Conciliation and Arbitration Scheme

## General Council Report 1442

(Meeting/s of 28 April 2004, 30 June 2004)

That staff who take part in a civil service competition while on Maternity leave be allowed recoup that leave when they return to work.

1. The Staff Side stated that the current arrangements are that a person, who sits a civil service exam/interview on a normal working day, Monday to Friday, can recoup the time for the competition. In the case of exams or interviews being held on a Saturday those attending are allowed recoup the day or half day as the case may be. However, there is no provision for women who sit a civil service exam/interview while on Maternity Leave, paid or unpaid, to recoup the time when they return to work.

2. The Official Side stated that the position regarding exam leave is as follows:

2.1 Circular 2/76 provides for the grant, subject to certain conditions, of special leave with pay for the purpose of attending examinations held by the Civil Service Commissioners, the Department of Education, the Universities, recognised professional institutions, the Institute of Public Administration and other similar bodies. The terms of the Circular may also be applied to attendance at examinations conducted by the Local Appointments Commissioners.

2.2 The purpose of this special leave is to compensate staff for time they take off from work to attend an exam. For example, the person takes annual leave or clocks out and claims a flexi credit for that part of the exam time when they would have been at work.

2.3 Where an exam takes place on a weekday (Monday to Friday) a woman on maternity leave is not suffering any loss of her time, therefore she is not entitled to any additional credits.

2.4 Where an exam takes place on a Saturday, no credit is given if an officer sits an open exam; a credit is given if an officer sits a confined exam, subject to confirmation of attendance at the exam.

3. The Official Side response is that a woman on maternity leave should be treated the same as any other officer. If a woman on maternity leave sits an

open exam on a Saturday, she would not receive a credit as no officer receives a credit. If she sits a confined exam on a Saturday, she should receive a credit, subject to the same conditions as other officers.

4. The Staff Side agreed with the Official Side response.

5. This report, which records agreement, was adopted on 30 June 2004.

Agreed report

This report was adopted on 30 June 2004