



CIRCULAR LETTER 0087/2006

To: Institutes of Technology,

Crediting of Part-Time Lecturing service given before 1/1/1993

A number of instances have come to the Department's attention where the amount of service to be credited to a member of the academic staff of an Institute of Technology, arising from part-time employment in lecturing given before 1 January 1993, has been calculated by the Vocational Education Committee by whom the person was employed at the time the service was given.

Institutes are reminded that the provisions for the crediting of part-time service in the case of members of the academic staff, whether given before or after 1 January 1993, are set out in Circular PEN 16/02 and in Circular PEN 09/04 (which expands on certain aspects of Circular PEN 16/02). These very detailed Circulars were NOT issued to VECs.

The provisions set out in the Circulars are for implementation by Institutes of Technology, in consultation with this Department as appropriate.

It is emphasised that, in relation to part-time lecturing service given before 1 January 1993, VECs are not in a position to notify Institutes of the amount of service to be credited and any such amount provided by a VEC should be disregarded. It is a matter for the Institute to determine the amount of service to be credited, having regard to the Circulars and relevant information provided by the VEC.

Where a member of the academic staff has given part-time lecturing service before 1 January 1993, the Institute will need to be supplied by the VEC, in order to implement the Circulars, with full details of the hours worked in each week of each academic year involved. Where the staff member was appointed to a permanent post before 1 January 1993, the Institute will need to know, if not already on the Institute's records, the date of the permanent appointment and the grade (e.g. College Teacher, Lecturer Scale 1, Assistant Lecturer, Lecturer) to which the staff member was appointed.

Enquiries by Institutes regarding the provisions of this Circular should be addressed to the Department at the address given below.

PENSIONS SECTION (IOT),
DEPARTMENT OF EDUCATION AND SCIENCE,
CORNAMADDY,
ATHLONE,
CO. WESTMEATH.

Enquiries by phone should be made to 090 64 83657 or 0906483658 or to 090 64 74621 extensions 3657 or 3658.

Daryl Heavey
Higher Executive Officer
Pensions Section (IOT)
15 June 2006