

Reference No: E107/16/71; **Date:** 25/09/80

Circular 29/1980:- Allowances for the performance of the duties of a higher grade

A Dhuine Uasail

I am directed by the Minister for the Public Service to say that he has accepted an agreed recommendation made by the General Council under the scheme of conciliation and arbitration for the civil service about the arrangements governing certain assignments to higher duties

2. The existing arrangements are contained in Circular 21/74. In accordance with the agreed recommendation of the General Council I am to convey sanction for substitution of the following for paragraphs 3 and 4 of that Circular:

"Application of Circular

3. The provisions of this Circular shall apply when the assignment of an officer, on a temporary basis, to the full duties of a post in a higher grade (to which he is promotable in the normal course) entails the continuous performance of the duties of the higher grade for at least four weeks. Any such assignment shall be made by way of written notification to the assignee and such notification shall record the date on which the performance of the duties commences and the date on which, should the assignment continue, an allowance under the provisions of this Circular would become payable.

Amount of allowance payable

4. An officer on assignment to the duties of a higher grade to which the provisions of this Circular apply shall be paid, with effect from the date on which performance of the duties commenced, an allowance equal to the increase in pay he would have received if he had been promoted to the higher grade subject, in the case of an officer who has not completed the service necessary for promotion to the higher grade, to a limit of the five initial increments on the higher scale. In scales subject to age-pointing, the increments after the highest age point will be treated as the initial increments. The revised arrangements authorised in this paragraph will take effect from 1 January 1980."

Mise le meas
William P Smith