

Reference No: E109/102/80; **Date:** 23/02/81

Circular 2/1981:- Order of preference for persons submitted for subordinate employment in Government Departments

A Chara

I am directed by the Minister for the Public Service to refer to the recent Government decision that disabled persons should, during the period ending 31 December 1981, be given first priority in the order of preference for persons submitted for subordinate employment in Government Departments. The order of preference to be followed by the National Manpower Service of the Department of Labour in submitting persons for such employment is set out in Appendix I attached.

2 The National Rehabilitation Board (NRB) has been designated by the Government as the competent authority to determine the suitability of disabled persons for subordinate posts. The NRB will supply to the National Manpower Service the names of suitable candidates for referral to the Department concerned. To assist the NRB in the selection of persons, a Department, in notifying the National Manpower Service of a vacancy in a subordinate grade, should give particulars of the duties of the post. The local office of the NRB may contact a Department direct to get additional information about the duties. A list of the local offices of the NRB is attached in Appendix II.

3 It is appreciated that there may be instances where all the duties of a subordinate post could not be performed by a handicapped person. In keeping with the spirit of the Government's decision, however, the Minister suggests that, where possible, Departments should re-arrange duties to ensure that a handicapped person can be employed in the post.

Mise le meas
K MURPHY

Appendix I to Circular Letter 2/81

Order of preference for subordinate employment - Applicable for period ending 31 December 1981

MEN

(a) Disabled persons certified by the National Rehabilitation Board (NRB) after consultation with the Department concerned as being capable of performing specified subordinate employment effectively and efficiently.

(b) Ex-members of the Defence Forces whether in employment or not who have at least 5 years service and who have been discharged within the previous two years. This includes men on pre-discharged leave.

(c) Urban Areas

(i) Recipients of Unemployment Assistance and recipients of extended Unemployment Benefit (second 156 days) according to the number of dependents

(ii) Recipients of Unemployment Benefit on the first 156 days

(iii) Others on the Live Register

- (d) Non-Urban Areas
 - (i) Recipients of Unemployment Assistance according to rate of Assistance
 - (ii) Recipients of extended Unemployment Benefit (second 156 days; according to number of dependants)
 - (iii) Recipients of Unemployment Benefit on the first 156 days according to number of dependents
 - (iv) Others on the Live Register

WOMEN

- (a) Disabled persons certified by the NRB after consultation with the Department concerned as being capable of performing employment effectively and efficiently
- (b) Widows with dependants
- (c) Married women with or without dependents whose husbands are incapacitated
- (d) Married women with dependents who have been deserted by their husbands
- (e) Unmarried women who have children or adult dependents
- (f) Single women and widows without dependents

Appendix II to Circular Letter 2/81

National Rehabilitation Placement Service

List of Officers

MANAGER	Mr Jack Quilligan 24/25 Clyde Road, Dublin 4	Telephone 684181
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Assistant to Placement Manager	Mr Edward Casey 24/25 Clyde Road, Dublin 4	Telephone 684181
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Eastern Region	Dublin, Kildare and Wicklow Head Office: 24/25 Clyde Road, Dublin 4.
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List of Dublin based Rehabilitation Placement Officers and their districts.

Mr J B Lucas	Community Care Area 1
Mr B McKean	Community Care Area 2
Mr D Harding	Community Care Area 3
Mr B Miller	Community Care Area 4
Mr N Keane	Community Care Area 5

Mr S Kenny	Community Care Area 6 and Wicklow
Mr K Burns	Community Care Area 7
Mr R Smith	Community Care Area 8
Ms G Avaldi	Kildare
Mrs M Gaisford	The Blind
Mr T Rowan	The Deaf

(As Mr Rowan will not be here until June 1981, Mr Niall Keane will be looking after the Deaf)

North-Eastern Region

Cavan, Monaghan	
Address:	Magnet House, Farnham Street, Cavan
Telephone:	049-31780
Placement Officer:	Mr Mel Greaney

Meath, Louth	
Address:	58 Anne Street, Dundalk
Telephone:	042-32913
Placement Officer:	Mr T Kavanagh

Midland Region

Longford, Westmeath	
Address:	ACC House, 2 Dominick Street Mullingar
Telephone:	044-80219
Placement Officer:	Mr T Kelly

Laois, Offaly

Address:	O'Connor Square, Tullamore, Co Offaly
Telephone:	0506-41262
Placement Officer:	Mr S O'Brien

South-East Region

Kilkenny, Carlow	
Address:	75 John Street, Kilkenny
Telephone:	056-22377
Placement Officer:	Mr I Coulter

Wexford	
Address:	100 Nth. Main Street, Off Monck Street, Wexford
Telephone:	053-24363
Placement Officer:	Ms. M Fitzpatrick

Waterford	
Address:	4 William Street, Waterford
Telephone:	051-72431
Placement Officer:	Mr B Tyers

Clonmel	
Address:	3 O'Connell Street, Clonmel
Telephone:	052-23486
Placement Officer:	Mr J Kennedy

Southern Region

Cork	
Address:	6 George's Quay, Cork
Telephone:	021-20423

Placement Officers: Ms. Maureen McCarthy
Mr D O'Cleirigh

Kerry
Address: 21 Pembroke Street, Tralee
Telephone: 066-23292
Placement Officer: Mr G Timoney

Mid-Western Region

Limerick, and Tipperary North Riding
Address: Government Buildings
11-16 O'Connell St., Limerick
Telephone: 061-49779
Placement Officer: Mr J Cronin

Clare
Address: Harmony Row, Ennis
Telephone: 065-23141
Placement Officer: Ms. M Scully

Western Region

Galway, South Roscommon
Address: 10 Ely Place, Sea Road Galway
Telephone: 091-63567
Placement Officer: Mr M Bruen

Mayo, North Roscommon
Address: Main Street, Castlebar, Co Mayo
Telephone: 094-22169
Placement Officer: Ms. A Doherty

North-Western Region

Sligo, Leitrim
Address: Shell House, Wine Street, Sligo
Telephone: 071-5459
Placement Officer: Mr L Hyland

Donegal
Address: Wolfe Tone House, Market Square, Letterkenny
Telephone: 074-21103
Placement Officer: Mr S Moriarty