

Reference No: E109/294/73; **Date:** 19/09/83

Circular 20/1983:- Special leave for adoptive mothers

A Dhuine Uasail

I am directed by the Minister for the Public Service to say that following discussions at General Council the following arrangements should apply to women civil servants adopting a child after 19 Meán Fómhair 1983.

2. (a) Adoptive leave will be available to all women civil servants except those employed
 - on a permanent basis for less than 18 hours in each week, or
 - under a contract of employment, or otherwise, for a fixed term of either less than 26 weeks or of which there are less than 26 weeks to run
- (b) Adoptive leave will consist of 10 consecutive weeks leave with pay. At the officer's request, the leave will be extended by up to 4 weeks leave without pay.
- (c) Adoptive leave will commence as soon as the child is placed with the officer for adoption.
- (d) A woman who intends to take adoptive leave should give adequate notice of her intention to take such leave.
- (e) Paid adoptive leave will count as service in all respects.

Departments are asked to ensure that all matters relating to adoptive leave are, as in the case of maternity leave, treated in strict confidence.

Mise le meas

K Murphy

TO/All Departments etc.