

Reference No: E138/1/83 ; **Date:** 13/04/84

Circular 10/1984:- Conciliation and arbitration scheme for certain higher grades

A Dhuine Uasail

I am directed by the Minister for the Public Service to refer to paragraph 6 of Circular 17/83 and to inform you that he has granted recognition for the purpose of the conciliation and arbitration scheme for certain higher civil service grades to the staff associations set out in the appendix to this circular in respect of the grades specified.

2. The recognitions which have now been granted supersede any previous recognitions granted to staff organisations in respect of the grades specified in the appendix. These recognitions, which are effective for the period indicated in paragraph 12 of the scheme, operate only in respect of serving civil servants coming within the scope of the scheme. Should a staff association lose its representative character in relation to any of the grades specified, its recognition as representing that grade will fall to be reconsidered.
3. The arrangements in paragraph 2 are expressly laid down in the recognitions granted to the staff associations set out in the appendix which are, to date, the only organisations recognised for the purpose of the scheme. Departments will be advised if there are any additions to or modifications in the list of recognised staff associations.
4. The Minister has nominated the Secretary of the Department of the Public Service, Mr Kevin Murphy, as Chairman of the Conciliation Council under the scheme. The other official representatives will be drawn from officers of this Department and, depending on the particular items being discussed, officers from the management of other Departments. The Secretary to the Conciliation Council nominated by the official representatives will be an officer of this Department. Communications should be addressed to the Secretary, (at present Mr Alec Dolan) Official Side, Conciliation Council, at this Department.
5. Relations between Departments and officially recognised staff associations in regard to matters coming within the scope of the scheme will, in future, be governed exclusively by its provisions. As indicated in paragraph 9 of the scheme, recognised staff associations will not be precluded by the existence of the scheme from approaching Departments on a subject-matter which is clearly inappropriate to be referred to the Conciliation Council.
6. Subject to the terms of paragraph 11, the scheme does not prejudice the right of any individual officer to submit in writing through the normal channels any statement he may wish to make to the Head of his Department on any matter affecting his official position.
7. Attention is drawn to paragraph 19 of the scheme in which it is provided that any request to have claims or other matters affecting a class or classes of civil servants serving in one Department only placed on the agenda of the Conciliation Council must be made to the Department concerned. Departments should examine such claims or other matters in the first instance and forward to this Department recommendations as to the appropriate course of action to be taken.
8. The two year trial period provided for in paragraph 12 of the scheme will commence on the date on which the first meeting of the Conciliation Council is held. This scheme, which will be separate from the existing Scheme of Conciliation and Arbitration for the Civil Service, may be regarded as formally coming into operation on the date of this Circular.

9. Any enquiries about this Circular, or about the scheme generally, should be made, by phone in the first instance, to Neil Doyle (extension 337) or Alec Dolan (extension 339).

Mise le meas
William P Smith
Deputy Secretary

Appendix to Circular 10/84

GRADES FOR WHICH RECOGNITION HAS BEEN GRANTED

1. Union of Professional and Technical Civil Servants

A. Grades common to two or more Departments or Offices

Professional Accountant Grade I
Engineer Grade I (Civil)
Engineer Grade I (Mechanical)
Senior Architect

B. Grades in Departments and Offices

Houses of the Oireachtas
Chief Translator
Deputy Chief Translator
Editor of Debates

Department of the Taoiseach
Director, National Museum
Keeper, National Museum
Deputy Keeper and Keeper of the State Papers, Public Record Office
Senior Archivist, Public Record Office

Central Statistics Office
Deputy Director
Senior Statistician

Revenue Commissioners
Deputy Revenue Solicitor
First Assistant Solicitor

Office of Public Works
Assistant Chief Engineer
Assistant Principal Architect
Engineer Grade I (Electrical and Heating)
Valuer and Inspector of Accommodation Grade I
Valuer Grade I
Quantity Surveyor Grade I
Deputy Chief Engineer
Chief Archaeologist
Chief Electrical and Heating Engineer

Senior Archaeologist

State Laboratory
State Chemist
Assistant State Chemist

Attorney General's Office
Third Legal Assistant
Fourth Legal Assistant
Assistant to Director, Statute Law Reform and Consolidation Office
First Senior Draftsman
Senior Draftsman

Chief State Solicitor's Office
Deputy Assistant Chief State Solicitor
Principal Solicitor

Valuation Office and Ordnance Survey
Chief Staff Valuer
Staff Valuer
District Valuer
Assistant Director, Ordnance Survey
Senior Archaeologist
Chief Place Names Officer

Office of the Director of Public Prosecutions
Third Legal Assistant

Department of Energy
Assistant Director, Geological Survey Office
Principal Geologist

Civil Service Commission
Senior Psychologist

Department of Justice
Psychologist Grade I
Director, Forensic Science Laboratory
Principal Probation and Welfare Officer
Assistant Principal Probation and Welfare Officer

Courts
General Solicitor for Minors and Wards of Court

Land Registry
Chief Examiner of Titles
Examiner of Titles
Deputy Registrar
Mapping Adviser

Commissioners for Charitable Donations and Bequests
Secretary

Department of the Environment

Principal Auditor
Auditor
Deputy Chief Engineering Adviser
Deputy Chief Adviser (Housing and Planning)
Assistant Chief Engineering Adviser
Engineering Inspector (Environment)
Architect-in-Charge
Planning Officer
Architectural/Engineering Inspector
Inspector (Quantity Surveyor, Planning, Mechanical)
Fire Adviser
Assistant Fire Adviser

Department of Education
Deputy Chief Inspector
Assistant Chief Inspector (Primary & Post-Primary)
Senior Inspector (Post-Primary & Domestic Science)
Senior Inspector of Guidance Service and Psychology
Divisional Inspector (Primary)
Senior Statistician
Architect-in-Charge
Project Planner/Quantity Surveyor
Project Planner/Architect

National Library
Director
Keeper of Printed Books
Keeper of Manuscripts

Department of Agriculture
Deputy Chief Inspector
Senior Inspector
Agricultural Inspector
First Assistant Solicitor
Inspector Grade I (Land Commission)
Senior Inspector (Land Commission)
Superintendent Surveyor
Senior Economist
Chief Examiner of Title and Public Trustee
Examiner of Title

Department of Fisheries and Forestry
Assistant Chief Inspector
Inspector and Scientific Adviser
Inspector and Engineer
Inspector Grade I, Forestry
Senior Forestry Inspector
Senior Engineer
Inspector of Fisheries
Divisional Engineer Grade I

Department of Labour
Chief Industrial Inspector
Deputy Chief Industrial Inspector

Industrial Inspector Grade I
Director, Occupational Medical Services
Occupational Medical Adviser
Technical Adviser on Safety, Health and Welfare Law

Department of Industry, Trade, Commerce and Tourism
Principal Examiner, Patents Office
Consultant, Consultancy Unit

Department of Communications
Assistant Engineer-in-Chief
Staff Engineer
Assistant Director, Meteorological Office
Senior Meteorologist
Director, Aeronautical Service
Aeronautical Officer
Chief Aeronautical Inspector
Chief Air Traffic Control Officer
Air Traffic Control Officer Grade I
Deputy Director, Aviation and Marine Communications
Deputy Chief Marine Surveyor
Marine Surveyor

Department of Defence
Technical Officer Grade I

Department of Social Welfare
Medical Referee
Medical Adviser
Deputy Medical Adviser

Department of Health
Deputy Chief Medical Officer
Assistant Inspector of Mental Hospitals
Senior Medical Officer
Medical Officer
Chief Dental Officer
Deputy Chief Dental Officer
Chief Architectural Adviser
Principal Engineering Adviser
Architectural Adviser
Engineering Inspector
Inspector (Quantity Surveyor)
Deputy Chief Architectural Adviser
Senior Pharmacist

2. Association of Higher Civil Servants

A. Grades common to two or more Departments or Offices
Principal (Higher scale)
Principal
Assistant Principal (Higher scale)
Assistant Principal

B. Grades in Departments and Offices

Houses of the Oireachtas
Clerk Assistant of the Dail
Clerk of the Seanad
Clerk Assistant of the Seanad
Clerk Administrator
Principal Clerk
Principal Committee Clerk
Assistant Principal Committee Clerk
Superintendent

Department of the Taoiseach
Deputy Director, Government Information Services
Assistant Director, Government Information Services

Department of Finance
County Development Team Secretary

Comptroller and Auditor General
Deputy Director of Audit
Senior Auditor

Revenue Commissioners
Inspector of Customs and Excise
Higher Collector
Collector (Indoor)
Surveyor
Surveyor (Indoor)

Valuation Office and Ordnance Survey
Secretary
Deputy Secretary

Department of Justice
Chief Examiner, District Court Branch

Land Registry and Registry of Deeds
Manager
Assistant Manager

Prisons
Governor Grade I
Governor Grade II
Senior Deputy Governor

Courts
Registrar I (including Probate Officer, Official Assignee in Bankruptcy and Examiner)
Registrar II (including Assistant Registrar I, Wards of Court, Assistant Probate Officer I and Accountant)
Registrar III (including Assistant Registrar, Supreme and High Court)
Assistant Registrar (including Assistant Registrar, Wards of Court, Assistant Probate Officer II, Chief Clerk of Official Assignee in Bankruptcy and Chief Clerks in Accountant's and Taxing Master's Offices)

Department of Agriculture

Registrar

Department of Labour
Regional Director, National Manpower Service
Assistant Regional Director, National Manpower Service

Department of Industry Trade, Commerce and Tourism
Examiner of Restrictive Practices
Registrar of Friendly Societies
Controller of Patents
Director of Consumer Affairs

Department of Foreign Affairs
Counsellor
First Secretary
Deputy Legal Adviser
Assistant Legal Adviser

Department of Social Welfare
Chief Inspector
Deputy Chief Inspector
Social Welfare Inspector
Social Welfare Supervisor

Department of Health
Survey Officer (Nursing Services)

3. Veterinary Officers Association

Department of Agriculture
Deputy Director of Veterinary Services
Senior Superintending Veterinary Inspector
Superintending Veterinary Inspector
Veterinary Inspector
Director, Veterinary Research Laboratory
Deputy Director, Veterinary Research Laboratory
Superintending Senior Research Officer
Senior Research Officer
Research Officer

Department of Fisheries and Forestry
Fish Pathologist