

E107/22/06

21 August 2008

Circular 18/2008: Revision of pay of Civil Servants
Application of increases under Section 27.17 of Towards 2016

A Dhuine Uasail

1. I am directed by the Minister for Finance to convey the following instructions to Departments in relation to the application to the civil service of a pay increase of 2.5% under Section 27.17 of Towards 2016 with effect from 1 September 2008.
2. The payment of 2.5% is dependent, in the case of each Civil Service organisation and grade, on verification of co-operation with flexibility and ongoing change, satisfactory implementation of the agenda for modernisation, maintenance of stable industrial relations and absence of industrial action in respect of any matters covered by the Towards 2016 agreement.
3. The Civil Service Performance Verification Group has considered whether these conditions have been met in the case of the organisations and grades with which it is concerned and has decided that the conditions have been met and that payment is warranted **with one exception**. Accordingly, unless that exception applies, the increases set out in Paragraph 5 may now be applied, in accordance with the provisions of this circular, in the case of those grades employed in your Department. The one exception concerns the grades represented by the CPSU in the Department of Social and Family Affairs. The increase should not be applied to these grades on foot of this Circular.

Classes Affected

4. (a) Subject to the provisions of sub-paragraph (b) following, this circular applies to all civil service grades.
- (b) This circular does not apply to:
 - (i) employees whose pay is related directly to that of workers outside the civil service;
 - (ii) classes whose pay and conditions are appropriate for consideration by the Joint Industrial Council for State industrial employees;
 - (iii) persons paid on a fee, fixed payment contract or piece-work basis or employed casually or on infrequent or nominal duties, e.g. Caretakers;
 - (iv) staff employed by the Department of Foreign Affairs in offices outside the State whose pay is fixed by reference to local conditions;

Revision of Pay

5. Subject to the provisions of this circular an increase of 2.5% due under section 27.17 of Towards 2016 is being applied with effect from 1 September 2008 to the basic pay of the grades to which this circular applies in accordance with the Towards 2016 agreement.

6. The increases due under paragraph 5 are being added to basic pay as at 31 August 2008. The increase is being added to each point of incremental scales (and to off-scale points), rounding to the nearest euro on annual scales and to the nearest cent on weekly scales. Hourly rates should be rounded to the nearest €0.001.

Revised Rates

7. The revised rates, effective from 1 September 2008, for members of general service grades and of certain grades common to two or more Departments, to which this circular applies, are set out in Appendices 1A and 1B to this circular.

Established Officers appointed on or after 6 April 1995

8. As indicated in Circular 6/95, revised salary scales have been introduced for established officers appointed on or after 6 April 1995 covered by Class A social insurance and making an employee contribution in respect of personal superannuation benefits. The revised rates, effective from 1 September 2008, for certain grades in this category are set out in Appendices 2A and 2B to this circular. Rates for other

grades may be obtained from this Department following the procedure outlined in paragraph 16.

Dual Employment

9. In the case of officers employed in more than one capacity each employment may be treated separately for the purposes of calculating revised remuneration in accordance with this circular.

Overtime

10. Payment in respect of overtime rendered on or subsequent to 1 September 2008 by members of grades to which this circular applies should be calculated by reference to pay as increased with effect from 1 September 2008.

Officers on Mark-Time

11. For officers on mark-time, both notional and mark time pay may be increased by 2.5% with effect from 1 September 2008.

Allowances

12. Allowances in the nature of pay for civil servants to whom this circular applies may be increased by 2.5%.

13. Children's allowances, both standard and ex-gratia, should be increased to €115.

Pensions

14. Pensions in course of payment on 1 September 2008 (revised, as appropriate, by reference to this Department's minutes of 7 November 1997 and 3 August 2000 to Personnel Officers) in respect of former civil servants who served in the grades to which this circular applies, will be adjusted, as appropriate in the normal way, by reference to the revisions of basic pay on the basis set out in paragraph 5. Departments/Offices which, under delegated authority, grant pensions and lump sums may, subject to any necessary prior consultation with this Department, revise pension payments strictly in accordance with this circular.

15. Officers in the grades to which this circular applies who retire on reaching the maximum retiring age limit during the period from 1 June 2008 to 31 August 2008 (both dates inclusive), but who could otherwise have been retained under the terms of this Department's Circular Letter 13/75 up to and including 1 September 2008, and who are alive on that date, may have their lump sums adjusted to take account of the pay rates applicable on that date. Deductions from lump sums in respect of non-periodic contributions under the Spouses' and Children's Pension Schemes should also be adjusted in these cases.

General

16. **Individual queries in relation to pay should be raised as heretofore with an officer's Personnel Unit.** Any difficulties that may arise from the application of this circular should be raised, by e-mail in the first instance, with this Department (e-mail address: payscales@finance.gov.ie). Where this is not possible, telephone queries may be raised with this Department (Tel. (01) 6045404, 6045413 or 6045412). Superannuation queries should be directed to Tel. (01) 6045405.

Electronic Copies of Circular

17. This circular is also available on the Department's web-site at <http://www.finance.gov.ie>.

Mise le meas

Brendan Duffy
Assistant Secretary

Revised pay with effect from 1 September 2008 for General Service Grades.

SECRETARY GENERAL

€221,929

DEPUTY SECRETARY

€177,547

ASSISTANT SECRETARY

€131,748 €137,737 €144,225 €150,712

PRINCIPAL (HIGHER)

€92,730 €96,555 €100,392 €104,217 €107,485 €110,928¹ €114,366²

PRINCIPAL

€86,168 €89,819 €93,449 €97,109 €100,191 €103,389¹ €106,582²

ASSISTANT PRINCIPAL (HIGHER)

€72,681 €75,448 €78,226 €80,989 €83,760 €85,375 €88,135¹ €90,884²

ASSISTANT PRINCIPAL

€66,179 €68,656 €71,132 €73,609 €76,087 €77,520 €80,016¹ €82,520²

ADMINISTRATIVE OFFICER STANDARD SCALE

€33,372 €36,400 €40,275 €43,226 €46,176 €49,137 €52,086 €55,030

€57,062¹ €59,097²

ADMINISTRATIVE OFFICER HIGHER SCALE

€43,226 €46,176 €49,137 €52,086 €55,030 €57,062 €59,072 €61,082

HIGHER EXECUTIVE OFFICER STANDARD SCALE

€46,558 €47,973 €49,379 €50,789 €52,200 €53,618 €55,030 €57,062¹

€59,097²

HIGHER EXECUTIVE OFFICER HIGHER SCALE

€49,379 €50,789 €52,200 €53,618 €55,030 €57,062 €58,396 €59,737

€61,082

EXECUTIVE OFFICER STANDARD SCALE

€30,566 €32,804 €34,518 €36,183 €37,837 €39,456 €41,092 €42,684

€44,323 €45,416 €46,959¹ €48,504²

¹ After 3 years satisfactory service at the maximum.

² After 6 years satisfactory service at the maximum.

EXECUTIVE OFFICER HIGHER SCALE

€30,566	€32,804	€34,518	€36,183	€37,837	€39,456	€41,092	€42,684
€44,323	€45,416	€46,959	€48,109	€49,260	€50,410		

STAFF OFFICER

€34,941	€36,466	€37,839	€39,075	€40,317	€41,566	€42,821	€44,025
€45,168 ¹	€46,655 ²						

CLERICAL OFFICER STANDARD SCALE

€23,174 (€444.12)	€24,255 (€464.83)	€25,338 (€485.58)	€26,421 (€506.35)	€27,503 (€527.07)	€28,585 (€547.82)	€29,666 (€568.54)	€30,749 (€589.28)
€31,828 (€609.97)	€32,910 (€630.70)	€33,985 (€651.31)	€35,660 (€683.40)	€36,977 ¹ (€708.65)	€37,584 ² (€720.27)		

CLERICAL OFFICER HIGHER SCALE

€24,255 (€464.83)	€25,338 (€485.58)	€26,421 (€506.35)	€27,503 (€527.07)	€28,585 (€547.82)	€29,666 (€568.54)	€30,749 (€589.28)	€31,828 (€609.97)
€32,910 (€630.70)	€33,985 (€651.31)	€35,660 (€683.40)	€36,977 (€708.65)	€37,584 (€720.27)	€38,397 (€735.85)		

HEAD SERVICES OFFICER

€564.44	€583.64	€602.81	€622.08	€641.28	€660.49	€683.40 ¹	€708.65 ²
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SERVICES OFFICER

€419.73	€436.10	€452.72	€469.76	€481.94	€496.54	€521.63	€539.28 ¹
€559.59 ²							

SERVICES ATTENDANT

€419.73	€426.62	€438.39	€455.19	€477.09	€494.10	€515.03	€532.18 ¹
€552.26 ²							

CLEANER

€400.80	€417.39	€434.45	€446.25 ¹	€465.34 ²			
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¹ After 3 years satisfactory service at the maximum.

² After 6 years satisfactory service at the maximum.

Note: While the scales for CO, Standard and Higher, are shown in annual terms, officers in these grades will continue to be paid on a weekly basis at the amounts shown in brackets.

Revised pay with effect from 1 September 2008 for certain grades common to two or more Departments.

ENGINEER GRADE I AND PROFESSIONAL ACCOUNTANT GRADE I

€69,727 €71,910 €74,106 €76,299 €78,483 €81,084 €84,051¹ €87,016²

ENGINEER GRADE II AND PROFESSIONAL ACCOUNTANT GRADE II

€59,582 €60,989 €62,385 €63,791 €65,193 €66,596 €67,993 €69,412

€71,723¹ €74,036²

ENGINEER GRADE III AND PROFESSIONAL ACCOUNTANT GRADE III

€32,419 €35,434 €38,462 €41,483 €44,516 €46,388 €48,256 €50,127

€51,989 €53,860 €55,729 €57,597 €59,467 €61,552¹ €63,626²

STATE SOLICITOR AND PROSECUTION SOLICITOR

€33,706 €36,770 €40,677 €43,664 €46,636 €49,629 €52,612 €55,577

€66,179 €68,656 €71,132 €73,609 €76,087 €77,520 €80,016¹ €82,520²

LAW CLERK

€512.18 €535.03 €571.68 €590.73 €609.79 €628.84 €647.93 €667.02

€686.15 €705.83¹ €725.46²

HIGHER LEGAL EXECUTIVE

€46,558 €47,973 €49,379 €50,789 €52,200 €53,618 €55,030 €57,062¹

€59,097²

LEGAL EXECUTIVE

€34,941 €36,466 €37,839 €39,075 €40,317 €41,566 €42,821 €44,025

€45,168¹ €46,655²

SENIOR ENGINEERING DRAUGHTSPERSON

€38,718 €39,493 €40,464 €41,458 €42,428 €43,413 €44,335 €45,838¹

€47,348²

ENGINEERING DRAUGHTSPERSON

€556.34 €577.41 €598.55 €619.72 €640.93 €662.22 €683.60 €704.05

€724.49 €744.94 €765.44 €791.46¹ €817.52²

CHIEF SUPERINTENDENT MAPPING

€48,703 €51,063 €53,428 €55,790 €58,152 €60,510 €62,880 €65,248

€67,330 €69,412 €71,723¹ €74,036²

¹ After 3 years satisfactory service at the maximum.

² After 6 years satisfactory service at the maximum.

SUPERINTENDENT MAPPING

€43,027	€44,576	€45,875	€47,151	€48,449	€49,744	€51,016	€52,624 ¹
€54,229 ²							

EXAMINER IN CHARGE

€37,120	€37,960	€38,790	€39,630	€40,474	€41,319	€43,027	€44,383 ¹
€45,741 ²							

EXAMINER OF MAPS

€636.84	€655.31	€673.07	€689.69	€707.53	€720.52	€745.35 ¹	€770.21 ²
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MAPPING DRAUGHTSPERSON

€454.63	€467.99	€484.37	€500.70	€517.14	€533.67	€550.11	€566.61
€582.49	€598.21	€614.04	€629.83	€645.64	€667.63 ¹	€689.58 ²	

SENIOR ARCHITECT

€63,750	€67,142	€70,521	€73,906	€77,289	€81,084	€84,051 ¹	€87,016 ²
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ARCHITECT

€37,782	€40,636	€43,488	€46,344	€48,245	€50,143	€52,039	€53,942
€55,843	€57,742	€59,647	€61,542	€63,464	€65,551 ¹	€67,653 ²	

ARCHITECTURAL ASSISTANT GRADE II

€556.34	€577.41	€598.55	€619.72	€640.93	€662.22	€681.71	€703.10
€724.49	€744.94	€765.44	€791.46 ¹	€817.52 ²			

SENIOR LABORATORY ANALYST

€48,367	€50,630	€52,635	€54,691	€56,806	€58,884	€61,029	€63,150
€65,282							

LABORATORY ANALYST

€34,627	€35,655	€36,634	€38,951	€40,450	€41,959	€43,498	€45,034
€46,571	€48,124	€49,685	€51,268	€52,802	€53,860 ¹		

CLERICAL OFFICER DATA ENTRY AND VISUALLY IMPAIRED TELEPHONIST

€23,174 (€444.12)	€24,255 (€464.83)	€25,338* (€485.58)	€26,421 (€506.35)	€27,503 (€527.07)	€28,585 (€547.82)	€29,666 (€568.54)	€30,749 (€589.28)
€31,828 (€609.97)	€32,910 (€630.70)	€33,985 (€651.31)	€35,660 (€683.40)	€36,977 ¹ (€708.65)	€37,584 ² (€720.27)		

NIGHTWATCHMAN

€420.98	€434.81	€451.03	€467.73	€482.66	€499.07 ¹	€517.87 ²	
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¹ After 3 years satisfactory service at the maximum.

² After 6 years satisfactory service at the maximum.

* Progress beyond this point for CO Data Entry is dependant on the achievement of proficiency.

Note: While the scales for CO Data Entry and Visually Impaired Telephonist are shown in annual terms, officers in these grades will continue to be paid on a weekly basis at the amounts shown in brackets.

Revised pay with effect from 1 September 2008 for established officers appointed on or after the 6th April 1995 paying the Class A rate of PRSI contribution and making an employee contribution in respect of personal superannuation benefits for General Service Grades.

SECRETARY GENERAL

€233,610

DEPUTY SECRETARY

€186,891

ASSISTANT SECRETARY

€138,683 €144,986 €151,816 €158,644

PRINCIPAL (HIGHER)€97,617 €101,636 €105,675 €109,705 €113,141 €116,760¹ €120,382²**PRINCIPAL**€90,702 €94,550 €98,370 €102,218 €105,463 €108,829¹ €112,191²**ASSISTANT PRINCIPAL (HIGHER)**€76,510 €79,421 €82,338 €85,253 €88,169 €89,872 €92,765¹ €95,665²**ASSISTANT PRINCIPAL**€69,659 €72,268 €74,871 €77,483 €80,090 €81,593 €84,225¹ €86,865²**ADMINISTRATIVE OFFICER STANDARD SCALE**

€35,132 €38,318 €42,397 €45,501 €48,607 €51,722 €54,828 €57,923

€60,069¹ €62,210²**ADMINISTRATIVE OFFICER HIGHER SCALE**

€45,501 €48,607 €51,722 €54,828 €57,923 €60,069 €62,181 €64,296

HIGHER EXECUTIVE OFFICER STANDARD SCALE€49,007 €50,495 €51,980 €53,464 €54,952 €56,438 €57,923 €60,069¹€62,210²**HIGHER EXECUTIVE OFFICER HIGHER SCALE**

€51,980 €53,464 €54,952 €56,438 €57,923 €60,069 €61,475 €62,884

€64,296

EXECUTIVE OFFICER STANDARD SCALE

€32,179 €34,527 €36,335 €38,083 €39,825 €41,531 €43,254 €44,931

€46,658 €47,802 €49,430¹ €51,054²

¹ After 3 years satisfactory service at the maximum.

² After 6 years satisfactory service at the maximum.

EXECUTIVE OFFICER HIGHER SCALE

€32,179	€34,527	€36,335	€38,083	€39,825	€41,531	€43,254	€44,931
€46,658	€47,802	€49,430	€50,639	€51,852	€53,067		

STAFF OFFICER

€36,779	€38,382	€39,832	€41,132	€42,444	€43,755	€45,070	€46,342
€47,541 ¹	€49,104 ²						

CLERICAL OFFICER STANDARD SCALE

€24,397 (€467.55)	€25,532 (€489.30)	€26,672 (€511.16)	€27,811 (€532.98)	€28,949 (€554.80)	€30,089 (€576.64)	€31,227 (€598.45)	€32,365 (€620.26)
€33,505 (€642.11)	€34,643 (€663.91)	€35,774 (€685.58)	€37,536 (€719.36)	€38,922 ¹ (€745.92)	€39,558 ² (€758.10)		

CLERICAL OFFICER HIGHER SCALE

€25,532 (€489.30)	€26,672 (€511.16)	€27,811 (€532.98)	€28,949 (€554.80)	€30,089 (€576.64)	€31,227 (€598.45)	€32,365 (€620.26)	€33,505 (€642.11)
€34,643 (€663.91)	€35,774 (€685.58)	€37,536 (€719.36)	€38,922 (€745.92)	€39,558 (€758.10)	€40,417 (€774.56)		

HEAD SERVICES OFFICER

€594.16	€614.39	€634.59	€654.83	€675.03	€695.27	€719.38 ¹	€745.93 ²
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SERVICES OFFICER

€438.41	€458.56	€476.54	€494.53	€507.33	€522.68	€548.97	€567.75 ¹
€589.03 ²							

SERVICES ATTENDANT

€438.41	€445.83	€461.16	€479.14	€502.19	€520.14	€542.16	€560.15 ¹
€581.31 ²							

CLEANER

€418.57	€435.95	€456.81	€469.73 ¹	€489.84 ²			
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¹ After 3 years satisfactory service at the maximum.

² After 6 years satisfactory service at the maximum.

Note: While the scales for CO, Standard and Higher, are shown in annual terms, officers in these grades will continue to be paid on a weekly basis at the amounts shown in brackets.

Revised pay with effect from 1 September 2008 for established officers appointed on or after the 6th April 1995 paying the Class A rate of PRSI contribution and making an employee contribution in respect of personal superannuation benefits for certain grades common to two or more Departments.

ENGINEER GRADE I AND PROFESSIONAL ACCOUNTANT GRADE I

€73,392	€75,696	€78,007	€80,312	€82,615	€85,354	€88,473 ¹	€91,594 ²
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ENGINEER GRADE II AND PROFESSIONAL ACCOUNTANT GRADE II

€62,719	€64,197	€65,669	€67,148	€68,624	€70,100	€71,573	€73,067
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€75,498 ¹	€77,936 ²
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ENGINEER GRADE III AND PROFESSIONAL ACCOUNTANT GRADE III

€34,126	€37,302	€40,486	€43,673	€46,861	€48,827	€50,790	€52,763
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€54,727	€56,695	€58,663	€60,627	€62,601	€64,790 ¹	€66,974 ²
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STATE SOLICITOR AND PROSECUTION SOLICITOR

€35,488	€38,703	€42,817	€45,960	€49,090	€52,238	€55,378	€58,503
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€69,659	€72,269	€74,871	€77,483	€80,090	€81,593	€84,225 ¹	€86,865 ²
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LAW CLERK

€539.16	€563.21	€601.76	€621.80	€641.89	€661.95	€682.04	€702.08
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€722.22	€742.95 ¹	€763.63 ²
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HIGHER LEGAL EXECUTIVE

€49,007	€50,495	€51,980	€53,464	€54,952	€56,438	€57,923	€60,069 ¹
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€62,210 ²

LEGAL EXECUTIVE

€36,779	€38,382	€39,832	€41,132	€42,444	€43,755	€45,070	€46,342
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€47,541 ¹	€49,104 ²
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SENIOR ENGINEERING DRAUGHTSPERSON

€40,758	€41,574	€42,596	€43,632	€44,661	€45,697	€46,669	€48,248 ¹
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€49,841 ²

ENGINEERING DRAUGHTSPERSON

€585.66	€607.78	€630.05	€652.31	€674.67	€697.12	€719.59	€741.09
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€762.61	€784.13	€805.72	€833.13 ¹	€860.58 ²
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CHIEF SUPERINTENDENT MAPPING

€51,259	€53,750	€56,241	€58,724	€61,215	€63,698	€66,187	€68,681
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€70,874	€73,067	€75,498 ¹	€77,936 ²
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¹ After 3 years satisfactory service at the maximum.

² After 6 years satisfactory service at the maximum.

SUPERINTENDENT MAPPING

€45,288 €46,922 €48,284 €49,633 €50,998 €52,364 €53,696 €55,394¹
 €57,081²

EXAMINER IN CHARGE

€39,078 €39,959 €40,828 €41,718 €42,600 €43,493 €45,288 €46,714¹
 €48,153²

EXAMINER OF MAPS

€670.38 €689.81 €708.51 €725.94 €744.77 €758.48 €784.56¹ €810.69²

MAPPING DRAUGHTSPERSON

€478.54 €492.70 €509.88 €527.08 €544.41 €561.71 €579.09 €596.47
 €613.10 €629.69 €646.33 €662.93 €679.64 €702.75¹ €725.91²

SENIOR ARCHITECT

€67,116 €70,673 €74,236 €77,791 €81,357 €85,354 €88,473¹ €91,595²

ARCHITECT

€39,764 €42,773 €45,769 €48,787 €50,785 €52,782 €54,788 €56,781
 €58,782 €60,781 €62,782 €64,784 €66,804 €69,006¹ €71,206²

ARCHITECTURAL ASSISTANT GRADE II

€585.66 €607.78 €630.05 €652.31 €674.67 €697.12 €717.63 €740.09
 €762.61 €784.13 €805.72 €833.13¹ €860.58²

SENIOR LABORATORY ANALYST

€50,910 €53,294 €55,406 €57,569 €59,794 €61,987 €64,241 €66,473
 €68,719

LABORATORY ANALYST

€36,446 €37,530 €38,562 €41,002 €42,579 €44,167 €45,788 €47,403
 €49,023 €50,656 €52,304 €53,968 €55,581 €56,696¹

CLERICAL OFFICER DATA ENTRY AND VISUALLY IMPAIRED TELEPHONIST

€24,397 €25,532 €26,672* €27,811 €28,949 €30,089 €31,227 €32,365
 (€467.55) (€489.30) (€511.16) (€532.98) (€554.80) (€576.64) (€598.45) (€620.26)
 €33,505 €34,643 €35,774 €37,536 €38,922¹ €39,558²
 (€642.11) (€663.91) (€685.58) (€719.36) (€745.92) (€758.10)

NIGHTWATCHMAN

€439.75 €457.17 €474.76 €492.31 €508.06 €525.34¹ €545.12²

¹ After 3 years satisfactory service at the maximum.

² After 6 years satisfactory service at the maximum.

* Progress beyond this point for CO Data Entry is dependant on the achievement of proficiency.

Note: While the scales for CO Data Entry and Visually Impaired Telephonist are shown in annual terms, officers in these grades will continue to be paid on a weekly basis at the amounts shown in brackets.