

**Circular Title:**               **Application of 1 January 2019 pay adjustments for civil servants earning up to and including €30,000.**

A Dhuine Uasail,

I am directed by the Minister for Public Expenditure and Reform to convey the following instructions to Departments / Offices with regard to the application of adjustments to civil service pay in accordance with the Public Service Pay and Pensions Act 2017.

**To:**                               HR Manager / Personnel Officer in each Department and Office

**Circular Number:**           **Circular 20 /2018**

**Purpose:**                       To set out the adjustments to the pay of civil servants earning up to and including €30,000 on 1 January 2019 as provided for in the Public Service Pay and Pensions Act 2017.

**File Reference:**               E107/006/2015

**Relevant Legislation:**  
Financial Emergency Measures in the Public Interest (No. 2) Act 2009;  
Financial Emergency Measures in the Public Interest Act 2013;  
Public Service Pay and Pensions Act 2017.

**Effective From:**              1 January 2019

Mise le meas,



Colin Menton  
Assistant Secretary  
Public Service Pay and Pensions Division

## **1. Application**

- 1.1. This circular applies to all civil servants with an annualised salary of up to and including €30,000.
- 1.2. Grades whose pay and conditions are appropriate to the Joint Industrial Council for State Industrial employees will be the subject of a separate circular.
- 1.3. The pay adjustments should be applied, as appropriate, from **1 January 2019**.

## **2. General**

- 2.1. This circular sets out the pay increases due on 1 January 2019 as provided for in the Public Service Pay and Pensions Act 2017 (“the Act”).
- 2.2. For the purpose of this circular, all civil servants to whom it applies should be considered “covered” public servants pursuant to section 3 of the Act.
- 2.3. The adjustments should be rounded to the nearest euro on annual paycales and to the nearest cent on weekly paycales. Hourly rates should be rounded to the nearest €0.001.

## **3. Public Service Stability Agreement (PSSA) 2018-2020 pay increase**

- 3.1. In accordance with section 8(1) of the Act, annualised salaries of up to and including €30,000 will be increased by **1%** with effect from **1 January 2019**.
- 3.2. Revised paycales for members of general service grades and certain grades common to two or more Departments to which this circular applies, are set out in the Appendices to this circular.

## **4. Pension-Related Deduction**

- 4.1 The Pension Related Deduction will be replaced by the Additional Superannuation Contribution (ASC) from January the 1<sup>st</sup> 2019. A separate circular will issue explaining this contribution.

## **5. Overtime**

- 5.1. Payment in respect of overtime rendered on or subsequent to 1 January 2019 by members of grades to which this circular applies should be calculated by reference to the revised pay rates with effect from 1 January 2019.

## **6. Officers on Mark-Time**

- 6.1. For officers on mark-time, both notional and mark-time pay will be revised with effect from 1 January 2019.

## **7. Premium Rates of Pay**

- 7.1. Premium rates of pay payable in respect of or subsequent to 1 January 2019 which are calculated as specific percentage or specified proportion of basic salary should be calculated by reference to the revised rates of pay with effect from 1 January 2019.

## **8. Allowances**

- 8.1. Allowances which are calculated as a specific percentage or specified portion of basic pay should be calculated by reference to the revised rates of pay with effect from 1 January 2019.
- 8.2. Fixed allowances remain unchanged.
- 8.3. Children's allowances, both standard and ex-gratia, remain unchanged.

## **9. Pension Entitlement "Grace Period"**

- 9.1. Departments are reminded that public servants who retire during the grace period are entitled to have any impact on pay arising from the FEMPI 2013 suspension of the operation of a pay scale i.e. increment freeze or delay, discounted in the calculation of their pension and lump sum awards.
- 9.2. This "grace period" was provided for originally under section 9 of the FEMPI Act 2013, and has been extended to 1 April 2019 by S.I. No. 547 of 2015.

## **10. Queries**

- 10.1. Individual queries in relation to this circular should be raised in the first instance with HR Shared Services (PeoplePoint) or, where applicable, with local HR Units.
- 10.2. Departments experiencing difficulties in the application of this circular should contact this Department via email at [payscales@per.gov.ie](mailto:payscales@per.gov.ie).
- 10.3. This circular is also available at [www.circulars.gov.ie](http://www.circulars.gov.ie).

## Revised payscales with effect from 1 January 2019 for General Service grades.

**EXECUTIVE OFFICER**

€28,213	€30,153	€30,923	€32,739	€34,356	€35,927	€37,487	€39,015	€40,560
€42,061	€43,608	€44,640	€46,095 <sup>1</sup>	€47,553 <sup>2</sup>				

**CLERICAL OFFICER**

€24,279	€25,364	€26,079	€27,149	€28,219	€29,289	€30,057	€31,098
(€465.32)	(€486.10)	(€499.78)	(€520.31)	(€540.80)	(€561.31)	(€576.03)	(€595.96)
€32,126	€32,839	€33,854	€35,433	€36,677 <sup>1</sup>	€37,249 <sup>2</sup>		
(€615.70)	(€629.34)	(€648.79)	(€679.07)	(€702.89)	(€713.86)		

**CLERICAL OFFICER HIGHER SCALE**

€25,364	€26,079	€27,149	€28,219	€29,289	€30,057	€31,098	€32,126
(€486.10)	(€499.78)	(€520.31)	(€540.80)	(€561.31)	(€576.03)	(€595.96)	(€615.70)
€32,839	€33,854	€35,433	€36,677	€37,249	€38,016		
(€629.34)	(€648.79)	(€679.07)	(€702.89)	(€713.86)	(€728.55)		

**HEAD SERVICES OFFICER**

€577.74	€590.59	€608.86	€627.23	€639.33	€657.45	€679.07 <sup>1</sup>	€702.89 <sup>2</sup>
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**SERVICES OFFICER**

€414.84	€428.52	€440.84	€457.27	€473.94	€491.04	€503.25	€510.61
€535.43	€552.87 <sup>1</sup>	€572.95 <sup>2</sup>					

**SERVICES ATTENDANT**

€414.84	€415.57	€440.84	€447.76	€459.57	€476.42	€498.40	€508.20
€528.89	€545.85 <sup>1</sup>	€565.70 <sup>2</sup>					

**CLEANER**

€389.13	€412.04	€421.86	€438.50	€455.62	€467.46 <sup>1</sup>	€486.60 <sup>2</sup>	
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<sup>1</sup> After 3 years satisfactory service at the maximum.<sup>2</sup> After 6 years satisfactory service at the maximum.

**Revised payscales with effect from 1 January 2019 for certain grades common to two or more Departments.**

**LAW CLERK**

€482.21 €502.85 €526.09 €548.67 €579.11 €597.35 €615.50 €627.58  
 €645.60 €663.62 €681.66 €700.23<sup>1</sup> €718.76<sup>2</sup>

**ENGINEERING DRAUGHTSPERSON**

€569.74 €584.65 €604.80 €624.98 €638.99 €659.09 €679.26 €698.56  
 €717.85 €737.14 €756.48 €781.03<sup>1</sup> €805.63<sup>2</sup>

**MAPPING DRAUGHTSPERSON**

€475.86 €489.26 €498.59 €514.74 €530.98 €547.33 €563.57 €579.88  
 €589.50 €610.53 €619.55 €628.52 €643.44 €664.19<sup>1</sup> €684.90<sup>2</sup>

**ARCHITECTURAL ASSISTANT GRADE II**

€569.74 €584.65 €604.80 €624.98 €638.99 €659.09 €677.47 €697.66  
 €717.85 €737.14 €756.48 €781.03<sup>1</sup> €805.63<sup>2</sup>

**NIGHTWATCHMAN**

€442.10 €455.98 €472.25 €489.00 €503.98 €513.12<sup>1</sup> €531.70<sup>2</sup>

<sup>1</sup> After 3 years satisfactory service at the maximum.

<sup>2</sup> After 6 years satisfactory service at the maximum.



Revised payscales with effect from 1 January 2019 for established employees appointed on or after 6<sup>th</sup> April 1995 paying the Class A rate of PRSI contribution and making an employee contribution in respect of personal superannuation benefits (PPC) for General Service grades.

**EXECUTIVE OFFICER (PPC)**

€29,610	€31,329	€32,460	€34,364	€36,071	€37,720	€39,364	€40,974
€42,600	€44,181	€45,812	€46,891	€48,427 <sup>1</sup>	€49,960 <sup>2</sup>		

**CLERICAL OFFICER (PPC)**

€23,572	€25,114	€25,507	€26,270	€27,398	€28,523	€29,649	€30,469
(€451.74)	(€481.30)	(€488.81)	(€503.46)	(€525.08)	(€546.63)	(€568.21)	(€583.92)
€31,553	€32,638	€33,401	€34,474	€35,540	€37,204	€38,512 <sup>1</sup>	€39,112 <sup>2</sup>
(€604.71)	(€625.48)	(€640.12)	(€660.68)	(€681.12)	(€713.00)	(€738.07)	(€749.56)

**CLERICAL OFFICER HIGHER SCALE (PPC)**

€26,270	€27,398	€28,523	€29,649	€30,469	€31,553	€32,638	€33,401
(€503.46)	(€525.08)	(€546.64)	(€568.22)	(€583.92)	(€604.71)	(€625.48)	(€640.12)
€34,474	€35,540	€37,204	€38,512	€39,112	€39,922		
(€660.68)	(€681.12)	(€713.00)	(€738.07)	(€749.56)	(€765.09)		

**SERVICES OFFICER (PPC)**

€424.71	€450.04	€459.59	€479.80	€497.84	€508.64	€521.28	€536.47
€562.45	€575.26 <sup>1</sup>	€595.73 <sup>2</sup>					

**SERVICES ATTENDANT (PPC)**

€418.97	€436.15	€459.59	€467.03	€482.41	€500.46	€516.20	€533.94
€555.71	€573.50 <sup>1</sup>	€588.37 <sup>2</sup>					

**CLEANER (PPC)**

€405.55	€432.22	€439.68	€457.12	€478.05	€491.01 <sup>1</sup>	€503.99 <sup>2</sup>	
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<sup>1</sup> After 3 years satisfactory service at the maximum.

<sup>2</sup> After 6 years satisfactory service at the maximum.

Revised pay scales with effect from 1 January 2019 for established employees appointed on or after 6<sup>th</sup> April 1995 paying the Class A rate of PRSI contribution and making an employee contribution in respect of personal superannuation benefits (PPC) for certain grades common to two or more Departments.

#### **LAW CLERK (PPC)**

€499.46 €520.87 €552.74 €576.53 €607.86 €626.97 €639.90 €658.83  
 €677.78 €696.70 €715.71 €735.26<sup>1</sup> €754.77<sup>2</sup>

#### **MAPPING DRAUGHTSPERSON (PPC)**

€499.85 €506.83 €523.80 €540.81 €557.94 €575.04 €586.25 €602.82  
 €618.66 €628.39 €644.09 €659.75 €675.52 €697.33<sup>1</sup> €719.18<sup>2</sup>

#### **ARCHITECTURAL ASSISTANT GRADE II (PPC)**

€540.58 €579.02 €592.52 €613.61 €635.02 €649.73 €670.83 €692.01  
 €711.36 €732.56 €753.81 €774.11 €794.49 €820.35<sup>1</sup> €846.26<sup>2</sup>

#### **NIGHTWATCHMAN (PPC)**

€424.39 €448.43 €460.30 €478.41 €496.05 €506.43 €522.02 €539.08<sup>1</sup>  
 €558.64<sup>2</sup>

<sup>1</sup> After 3 years satisfactory service at the maximum.

<sup>2</sup> After 6 years satisfactory service at the maximum.

