

# Civil Service Conciliation and Arbitration Scheme

## General Council Report 1443

(Meeting/s of 25 April 2001, 28 July 2004)

### Claim for Incremental Credit for previous service by the CPSU and PSEU.

1. The Staff Side sought claim was that incremental credit for would be granted for previous service for the entry levels of Clerical Officer, Executive Officer and equivalent grades represented by the CPSU and PSEU.
2. The CPSU and PSEU referred to agreements reached in the Health Services and Local Authorities following the Labour Relations Commission proposals for the settlement of an IMPACT claim which provided that "*full incremental credit ...may be granted in respect of all previous relevant experience*".
3. In April 2001 the Official Side indicated that it was willing to make a decision in principle to give incremental credit for previous experience with the details to be arrived at following further discussions on experience for which credit would be given, the amount of credit and the procedures to be followed to obtain credit. These which have now been concluded.
4. While the Unions in question agree with the appendix which sets out the terms for granting incremental credit, the PSEU has expressed reservations relating to the notional recalculation of pay in the case of promotions between 1 May 2000 and October 2002. The PSEU consider that there should also be recalculation for those promoted before May 2000.
4. At the meeting of General Council of 28 July 2004, agreement was reached with the CPSU and the PSEU agreed that incremental credit for previous service would be granted in accordance with Appendix 1. The CPSU and the PSEU reserved the right to re-open discussions on the issue of persons promoted before May 2000.
5. This report recording the agreement was adopted on 28 July 2004.

## *Appendix 1*

# **Agreement on incremental credit for previous service for entry levels at Clerical Officer, Executive Officer, or equivalent grades represented by CPSU and PSEU.**

### **1. Aim of Agreement:**

Identify relevant public service experience which can count for incremental credit for pay purposes at the appropriate entry level.

### **2. Scope of agreement:**

#### ***[a]Experience***

The following criteria apply in relation to experience

❖ This agreement is in respect of persons who have previously been employed in the public service in Ireland (within the meaning of the Public Service Superannuation (Miscellaneous Provisions) Act 2004) or an equivalent body in the EU Member States. Employment in the public service in EFTA countries and the EU Commission will be considered as relevant in this regard. at the grade of Clerical Officer (CO) or Executive Officer (EO) or at an equivalent grade

❖ Experience in the public service in Ireland or in the EU member states will have to be relevant to the work of the grade. In addition experience in the equivalent grade in the following bodies will be considered relevant: An Post, Telecom Eireann, Coillte Teo, Ordnance Survey Ireland and Irish Aviation Authority.

❖ Incremental credit will be granted on the following basis:

- One increment per year for the first five qualifying years;
- Six increments for an employee with previous qualifying service of six to less than ten years;
- Seven increments for an employee with ten or more years qualifying service.

❖ Qualifying service is actual service less three years in the case of clerical officers and actual service less four years in the case of executive

officers, to take account of Service on former age points that have been eliminated from the incremental scales, (if any), will not be taken into account.

❖ Credit will not be given for service which has already been taken into account for the purpose of setting starting pay

Temporary service: the ceiling on incremental progression for temporary staff will be removed with effect from the 14 July 2003 so that temporary staff may progress beyond the fifth point of their scale on the same basis as permanent employees.

❖ While seniority is a matter for Heads of Departments, it is not intended that this agreement will affect existing seniority arrangements.

### ***[b] Verification***

Persons claiming credit of previous service must give comprehensive and accurate information to their employing department in support of their claim. Credit for previous service will not be awarded until the employing department has satisfactorily completed such measures as it considers appropriate to authenticate the claim. Departments will endeavour to complete enquiries in three months.

### ***[c] Application***

❖ In general application for incremental credit will be considered only at the point of entry to the Civil Service. The onus will be on the candidate to claim. New recruits will be informed of this arrangement in the letter of offer. However applications for incremental credit from serving staff, who have previous experience prior to their current appointment, and who were recruited in the grades of Clerical Officer, Executive Officer or equivalent, will be considered.

❖ The Agreement will be effective from 1 October 2002.

❖ Former civil servants currently employed will also get credit from 1 October 2002.

❖ Staff with prior qualifying service for those people promoted between 1 May 2000 and 30 September 2002 may have their **notional** starting pay on promotion recalculated to take account of credit granted. Actual pay should only be revised with effect from 1 October 2002. There will be a recalculation of their notional starting pay on promotion as if they had been given credit on the date of re-entry to the civil service

**[d]** Any difficulties which may arise in the operation of the Agreement will be discussed between the Department of Finance, the CPSU and PSEU.

[e] This agreement will not form the basis of other claims.

Agreed report, recording agreement.

This report was adopted on 28 July 2004