

Reference No: ; Date: 19/08/2003

**19/08/2003 LP:- New Salary Electronic Funds Transfer (EFT) arrangements**

19 August 2003

Dear Personnel Officer,

1. I am directed by the Minister for Finance to refer to the attached General Council Report 1429 on salary payment by Electronic Funds Transfer (EFT), etc. and to require that your Department/Office now put in place the necessary arrangements to ensure that the terms of this General Council Report are implemented.

2. In particular your attention is directed to the following two elements of the General Council Report:

a. In the case of all staff taking up duty for the first time on or after 1 October 2003 your Dept/Office must ensure that suitable arrangements be put in place to ensure

- their salary will be paid exclusively by EFT (with the onus on staff members to provide the correct account details to their employing Department/Office).
- the "bank-time" provision, whether through Flexible Working Hours or otherwise, will not apply to them.
- on retirement they will receive any Civil Service pension through EFT.

b. All Departments/Offices are required to put in place local "promotion campaigns" for current staff, actively encouraging them to move to having their salary paid by EFT where they are not currently doing so. Serving staff should also be encouraged to accept payment of any civil service pension by EFT on retirement. The precise form of this promotional campaign is a matter for Departments/Offices, but at a minimum it is suggested that all individuals not currently on EFT for salary purposes be written to directly on the lines of the attached sample letter, in the course of September 2003 by your Salaries or Personnel sections. Forums such as Partnership Committees, etc should also be used to promote this initiative.

3. In order to help gauge the success of the current campaign all Departments/Offices are asked to write to this Department in early January 2004 indicating the numbers and percentage of staff paid by EFT as at 31/12/03. This return should be provided electronically to [Ann-Marie.Gallagher@finance.gov.ie](mailto:Ann-Marie.Gallagher@finance.gov.ie).

Yours sincerely,

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Pat Casey  
Principal  
Personnel & Remuneration Division

## Civil Service Conciliation and Arbitration Scheme

### General Council Report 1429

(Meeting/s of 30 April 2003, 28 May 2003, 30 July 2003)

That from an early date all new entrants to the civil service be paid by electronic funds transfer and that there be a drive to increase substantially the proportion of existing staff paid in that way.

1. The Official Side referred to the service and efficiency advantages for Departments/Offices and civil servants of moving towards cashless transactions. In keeping with modern trends generally, it is proposed that in future all recruits to the civil service would be paid exclusively by means of electronic funds transfer (EFT). In addition, serving staff would be actively encouraged to move to having their salary paid by EFT where they are not currently doing so. Serving staff would also be encouraged to accept payment of their civil service pension by EFT on retirement.

2. The Staff Side said that they were agreeable to this proposal subject to it not being compulsory for those serving staff not currently being paid by EFT to move to EFT salary payment. The Staff Side also agreed to support the promotion among serving staff of salary payments by EFT.

3. The Official Side confirmed that EFT salary payment was not being made compulsory for serving staff.

4. In the case of all staff taking up duty for the first time on or after 1 October 2003:

- their salary will be paid exclusively by EFT (with the onus on them to provide the correct account details to their employing Department/Office).
- the 'bank-time' provision, whether through Flexible Working Hours or otherwise, will not apply to them.
- on retirement they will receive their Civil Service pension through EFT.

5. This report, accordingly, records agreement.

6. This report was adopted on 30 July 2003.

Agreed report, recording agreement.

This report was adopted on 30 July 2003