

E107/22/06

22 December 2009

Circular 28/2009: Revision of pay of Civil Servants
Application of pay adjustments in accordance with the Financial Emergency
Measures in the Public Interest (No. 2) Act, 2009

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 pay reductions with effect from 1 January 2010 in accordance with the Financial Emergency Measures in the Public Interest (No. 2) Act 2009 (No. 41 of 2009) (“the Act”). The Act will be available shortly on www.oireachtas.ie.

Classes Affected

2. This circular applies to civil service grades. However, grades whose pay and conditions are appropriate for consideration by the Joint Industrial Council for State industrial employees are the subject of a separate circular.

Adjustments to Pay

3. In accordance with the Act, reductions in basic salary will be applied with effect from 1 January 2010 as follows:

- 5% on the first €30,000 of salary;
- 7.5% on the next €40,000 of salary;
- 10% on the next €55,000 of salary.

These produce overall reductions in salaries ranging from 5% to 8% in the case of salaries up to €125,000.

4. In the case of salaries of more than €125,000 pa, the following reductions should be applied:

Salaries of less than €165,000:	8% reduction on all salary;
Salaries of €165,000 or more, but less than €200,000:	12% reduction on all salary;
Salaries of €200,000 or more:	15% reduction on all salary.

5. The adjustments arising under paragraphs 3 and 4 should be applied to basic pay as at 31 December 2009. The adjustments should be applied 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.

6. The revised rates, effective from 1 January 2010, 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. In the case of established officers appointed on or after 6 April 1995 who are covered by Class A social insurance and who are making an employee contribution in respect of personal superannuation benefits, the revised rates 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 19.

Possible anomalies

7. In the case of grades with basic salaries slightly in excess of €165,000 or €200,000 anomalies could potentially arise because of the changes in the flat rates of reductions at these thresholds to the extent that the reduced salary of a person whose original salary was slightly above the threshold could be lower than the reduced salary of a person whose original salary was slightly below the threshold. Section 2(7) of the Act provides that where the application of the reductions provided for would result in the remuneration of a public servant being lower than would be the case if he or she had been on a lower level of remuneration, then his or her annual remuneration shall after the reduction not be less than the highest it would have been had his or her annual remuneration, before such reduction, been lower. For the purposes of this subsection, the Minister for Finance may by direction modify the application of the reduction in the remuneration of a public servant concerned in such manner as the Minister thinks fit to avoid a substantial inequity arising.

8. No anomalies of the kind mentioned arise in relation to the salaries shown in the appendices to this circular. If Departments consider that such anomalies arise in the case of any other salaries, this Department should be consulted in accordance with Paragraph 19 of the circular.

Deputy Secretaries and Assistant Secretaries

9. It has been decided that the reductions for the grades of Deputy Secretary and Assistant Secretary should comprise both a reduction in the salary scale and the termination of the scheme of performance-related awards previously payable to the grades which entailed an average payment of 10% of salary.

10. The resulting adjustments including the effect of the termination of the scheme of performance-related awards produce reductions in remuneration of 14% in the case of the grade of Deputy Secretary and 11.8% in the case of the grade of Assistant Secretary. The revised salary scales to apply to the grades of Deputy Secretary and Assistant Secretary are shown in the appendices to this circular.

11. In the case of grades related to the Deputy Secretary and Assistant Secretary grades, the same approach should be taken only where performance-related awards similar to those applicable to Deputy Secretaries and Assistant Secretaries were previously payable but have now been terminated. In other cases a reduction of salary should be made in accordance with paragraph 4 of this circular. This Department should be consulted in writing about any cases of doubt.

Overtime

12. Payment in respect of overtime rendered on or subsequent to 1 January 2010 by members of grades to which this circular applies should be calculated by reference to the revised pay rates with effect from 1 January 2010.

Officers on Mark-Time

13. For officers on mark-time, both notional and mark time pay will be revised with effect from 1 January 2010.

Premium Rates of Pay

14. Premium rates of pay payable in respect of or subsequent to 1 January 2010 which are calculated as a specific percentage or specified proportion of basic salary should be calculated by reference to the revised rates of pay with effect from 1 January 2010.

Allowances

15. Allowances which are calculated as a specific percentage or specified proportion of basic pay should be calculated by reference to the revised rates of pay with effect from 1 January 2010.

16. Fixed allowances which are not calculated as a specific percentage or specified proportion of basic salary will be reduced by a fixed percentage as follows:

- Fixed allowances payable to persons whose basic pay does not exceed €125,000 p.a will be reduced by 5%.
- Fixed allowances payable to persons whose basic pay exceeds €125,000 p.a. will be reduced by 8%.

Children's allowances, both standard and ex-gratia, should be reduced to €113.

Pensions

17. Pensions in course of payment on 1 January 2010 in respect of former civil servants who served in the grades to which this circular applies will not be reduced on foot of the adjustments referred to in this circular.

18. An officer who retires on or before 31 December 2010 will have his or her superannuation benefits calculated by reference to the scales applying on 31 December 2009, with incremental credit on those scales if appropriate. This includes officers who retire in the normal way on age grounds, those retiring on health grounds or under Cost Neutral Early Retirement or the Incentivised Scheme of Early Retirement. It also applies in the case of a preserved benefit coming into payment in 2010.

General

19. **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) 6045409 or 6045413). Superannuation queries should be directed to Tel. (01) 6045405.

Electronic Copies of Circular

20. 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 January 2010 for General Service Grades.

SECRETARY GENERAL

€188,640

DEPUTY SECRETARY

€168,000

ASSISTANT SECRETARY

€127,796 €133,605 €139,898 €146,191

PRINCIPAL (HIGHER)€85,957 €89,399 €92,853 €96,295 €99,236 €102,335¹ €105,429²**PRINCIPAL**€80,051 €83,337 €86,604 €89,898 €92,672 €95,550¹ €98,424²**ASSISTANT PRINCIPAL (HIGHER)**€67,913 €70,403 €72,903 €75,390 €77,884 €79,337 €81,821¹ €84,296²**ASSISTANT PRINCIPAL**€61,966 €64,257 €66,519 €68,748 €70,978 €72,268 €74,514¹ €76,768²**ADMINISTRATIVE OFFICER STANDARD SCALE**

€31,619 €34,420 €38,004 €40,734 €43,463 €46,202 €48,930 €51,653

€53,532¹ €55,415²**ADMINISTRATIVE OFFICER HIGHER SCALE**

€40,734 €43,463 €46,202 €48,930 €51,653 €53,532 €55,392 €57,251

HIGHER EXECUTIVE OFFICER STANDARD SCALE€43,816 €45,125 €46,426 €47,730 €49,035 €50,347 €51,653 €53,532¹€55,415²**HIGHER EXECUTIVE OFFICER HIGHER SCALE**

€46,426 €47,730 €49,035 €50,347 €51,653 €53,532 €54,766 €56,007

€57,251

EXECUTIVE OFFICER STANDARD SCALE

€29,024 €31,094 €32,679 €34,219 €35,749 €37,247 €38,760 €40,233

€41,749 €42,760 €44,187¹ €45,616²¹ After 3 years satisfactory service at the maximum.² After 6 years satisfactory service at the maximum.

EXECUTIVE OFFICER HIGHER SCALE

€29,024	€31,094	€32,679	€34,219	€35,749	€37,247	€38,760	€40,233
€41,749	€42,760	€44,187	€45,251	€46,315	€47,379		

STAFF OFFICER

€33,070	€34,481	€35,751	€36,894	€38,043	€39,199	€40,359	€41,473
€42,530 ¹	€43,906 ²						

CLERICAL OFFICER STANDARD SCALE

€22,015 (€421.91)	€23,042 (€441.59)	€24,071 (€461.30)	€25,100 (€481.03)	€26,128 (€500.72)	€27,156 (€520.43)	€28,183 (€540.11)	€29,193 (€559.46)
€30,191 (€578.60)	€31,192 (€597.77)	€32,187 (€616.84)	€33,735 (€646.52)	€34,954 ¹ (€669.87)	€35,515 ² (€680.62)		

CLERICAL OFFICER HIGHER SCALE

€23,042 (€441.59)	€24,071 (€461.30)	€25,100 (€481.03)	€26,128 (€500.72)	€27,156 (€520.43)	€28,183 (€540.11)	€29,193 (€559.46)	€30,191 (€578.60)
€31,192 (€597.77)	€32,187 (€616.84)	€33,735 (€646.52)	€34,954 (€669.87)	€35,515 (€680.62)	€36,267 (€695.03)		

HEAD SERVICES OFFICER

€536.22	€554.24	€571.97	€589.80	€607.56	€625.33	€646.52 ¹	€669.87 ²
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SERVICES OFFICER

€398.74	€414.29	€430.08	€446.27	€457.84	€471.71	€495.55	€512.32 ¹
€531.61 ²							

SERVICES ATTENDANT

€398.74	€405.29	€416.47	€432.43	€453.24	€469.40	€489.28	€505.57 ¹
€524.65 ²							

CLEANER

€380.76	€396.52	€412.73	€423.94 ¹	€442.07 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 January 2010 for certain grades common to two or more Departments.

ENGINEER GRADE I AND PROFESSIONAL ACCOUNTANT GRADE I

€65,247 €67,219 €69,195 €71,169 €73,135 €75,476 €78,146¹ €80,814²

ENGINEER GRADE II AND PROFESSIONAL ACCOUNTANT GRADE II

€55,863 €57,165 €58,456 €59,757 €61,054 €62,351 €63,644 €64,956

€67,051¹ €69,132²

ENGINEER GRADE III AND PROFESSIONAL ACCOUNTANT GRADE III

€30,738 €33,526 €36,327 €39,122 €41,927 €43,659 €45,387 €47,117

€48,840 €50,570 €52,299 €54,027 €55,757 €57,686¹ €59,604²

STATE SOLICITOR AND PROSECUTION SOLICITOR

€31,928 €34,762 €38,376 €41,139 €43,888 €46,657 €49,416 €52,159

€61,966 €64,257 €66,519 €68,748 €70,978 €72,268 €74,514¹ €76,768²

LAW CLERK

€486.57 €508.28 €543.10 €560.80 €578.43 €596.05 €613.71 €631.37

€649.06 €667.27¹ €685.42²

HIGHER LEGAL EXECUTIVE

€43,816 €45,125 €46,426 €47,730 €49,035 €50,347 €51,653 €53,532¹

€55,415²

LEGAL EXECUTIVE

€33,070 €34,481 €35,751 €36,894 €38,043 €39,199 €40,359 €41,473

€42,530¹ €43,906²

SENIOR ENGINEERING DRAUGHTSPERSON

€36,564 €37,281 €38,179 €39,099 €39,996 €40,907 €41,760 €43,150¹

€44,547²

ENGINEERING DRAUGHTSPERSON

€528.52 €548.48 €568.03 €587.61 €607.23 €626.93 €646.70 €665.62

€684.53 €703.44 €722.40 €746.47¹ €770.58²

CHIEF SUPERINTENDENT MAPPING

€45,800 €47,983 €50,171 €52,356 €54,541 €56,722 €58,914 €61,104

€63,030 €64,956 €67,051¹ €69,132²

¹ After 3 years satisfactory service at the maximum.

² After 6 years satisfactory service at the maximum.

SUPERINTENDENT MAPPING

€40,550 €41,983 €43,184 €44,365 €45,565 €46,763 €47,940 €49,427¹
 €50,912²

EXAMINER IN CHARGE

€35,086 €35,863 €36,631 €37,408 €38,188 €38,970 €40,550 €41,804¹
 €43,060²

EXAMINER OF MAPS

€603.45 €620.54 €636.96 €652.34 €668.84 €680.85 €703.82¹ €726.82²

MAPPING DRAUGHTSPERSON

€431.90 €444.59 €460.15 €475.66 €491.28 €506.99 €522.60 €538.28
 €553.18 €567.72 €582.36 €596.97 €611.59 €631.93¹ €652.24²

SENIOR ARCHITECT

€59,719 €62,856 €65,969 €69,015 €72,060 €75,476 €78,146¹ €80,814²

ARCHITECT

€35,698 €38,338 €40,976 €43,618 €45,377 €47,132 €48,886 €50,646
 €52,405 €54,161 €55,923 €57,676 €59,454 €61,385¹ €63,329²

ARCHITECTURAL ASSISTANT GRADE II

€528.52 €548.48 €568.03 €587.61 €607.23 €626.93 €644.95 €664.74
 €684.53 €703.44 €722.40 €746.47¹ €770.58²

SENIOR LABORATORY ANALYST

€45,489 €47,583 €49,437 €51,339 €53,296 €55,218 €57,202 €59,164
 €61,136

LABORATORY ANALYST

€32,780 €33,731 €34,636 €36,780 €38,166 €39,562 €40,986 €42,406
 €43,828 €45,265 €46,709 €48,173 €49,592 €50,570¹

CLERICAL OFFICER DATA ENTRY AND VISUALLY IMPAIRED TELEPHONIST

€22,015 €23,042 €24,071* €25,100 €26,128 €27,156 €28,183 €29,193
 (€421.91) (€441.59) (€461.30) (€481.03) (€500.72) (€520.43) (€540.11) (€559.46)
 €30,191 €31,192 €32,187 €33,735 €34,954¹ €35,515²
 (€578.60) (€597.77) (€616.84) (€646.52) (€669.87) (€680.62)

NIGHTWATCHMAN

€399.93 €413.07 €428.48 €444.34 €458.53 €474.12¹ €491.98²

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 January 2010 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

€198,568

DEPUTY SECRETARY

€176,800

ASSISTANT SECRETARY

€134,523 €140,636 €147,262 €153,885

PRINCIPAL (HIGHER)€90,355 €93,972 €97,607 €101,234 €104,327 €107,584¹ €110,844²**PRINCIPAL**€84,132 €87,595 €91,033 €94,496 €97,417 €100,446¹ €103,472²**ASSISTANT PRINCIPAL (HIGHER)**€71,359 €73,979 €76,604 €79,228 €81,852 €83,385 €85,988¹ €88,598²**ASSISTANT PRINCIPAL**€65,185 €67,541 €69,884 €72,235 €74,581 €75,934 €78,302¹ €80,678²**ADMINISTRATIVE OFFICER STANDARD SCALE**

€33,247 €36,194 €39,967 €42,838 €45,711 €48,593 €51,466 €54,329

€56,314¹ €58,294²**ADMINISTRATIVE OFFICER HIGHER SCALE**

€42,838 €45,711 €48,593 €51,466 €54,329 €56,314 €58,267 €60,224

HIGHER EXECUTIVE OFFICER STANDARD SCALE€46,081 €47,458 €48,831 €50,204 €51,581 €52,955 €54,329 €56,314¹€58,294²**HIGHER EXECUTIVE OFFICER HIGHER SCALE**

€48,831 €50,204 €51,581 €52,955 €54,329 €56,314 €57,614 €58,918

€60,224

EXECUTIVE OFFICER STANDARD SCALE

€30,516 €32,687 €34,360 €35,977 €37,588 €39,166 €40,760 €42,311

€43,909 €44,967 €46,473¹ €47,975²¹ After 3 years satisfactory service at the maximum.² After 6 years satisfactory service at the maximum.

EXECUTIVE OFFICER HIGHER SCALE

€30,516	€32,687	€34,360	€35,977	€37,588	€39,166	€40,760	€42,311
€43,909	€44,967	€46,473	€47,591	€48,713	€49,837		

STAFF OFFICER

€34,771	€36,253	€37,595	€38,797	€40,011	€41,223	€42,440	€43,616
€44,725 ¹	€46,171 ²						

CLERICAL OFFICER STANDARD SCALE

€23,177 (€444.17)	€24,255 (€464.83)	€25,339 (€485.60)	€26,420 (€506.33)	€27,502 (€527.06)	€28,583 (€547.77)	€29,635 (€567.94)	€30,688 (€588.11)
€31,743 (€608.33)	€32,795 (€628.49)	€33,840 (€648.53)	€35,471 (€679.78)	€36,753 ¹ (€704.35)	€37,341 ² (€715.62)		

CLERICAL OFFICER HIGHER SCALE

€24,255 (€464.83)	€25,339 (€485.60)	€26,420 (€506.33)	€27,502 (€527.06)	€28,583 (€547.77)	€29,635 (€567.94)	€30,688 (€588.11)	€31,743 (€608.33)
€32,795 (€628.49)	€33,840 (€648.53)	€35,471 (€679.78)	€36,753 (€704.35)	€37,341 (€715.62)	€38,135 (€730.84)		

HEAD SERVICES OFFICER

€563.97	€582.68	€601.37	€620.09	€638.78	€657.50	€679.80 ¹	€704.36 ²
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SERVICES OFFICER

€416.49	€435.63	€452.71	€469.80	€481.96	€496.55	€521.52	€539.36 ¹
€559.23 ²							

SERVICES ATTENDANT

€416.49	€423.54	€438.10	€455.18	€477.08	€494.13	€515.05	€532.14 ¹
€552.08 ²							

CLEANER

€397.64	€414.15	€433.97	€446.24 ¹	€465.35 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 January 2010 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

€68,553	€70,626	€72,706	€74,781	€76,853	€79,319	€82,126 ¹	€84,935 ²
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ENGINEER GRADE II AND PROFESSIONAL ACCOUNTANT GRADE II

€58,765	€60,132	€61,494	€62,862	€64,227	€65,590	€66,916	€68,260
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€70,448 ¹	€72,642 ²
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ENGINEER GRADE III AND PROFESSIONAL ACCOUNTANT GRADE III

€32,317	€35,254	€38,200	€41,148	€44,096	€45,915	€47,731	€49,556
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€51,372	€53,193	€55,013	€56,830	€58,656	€60,681 ¹	€62,701 ²
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STATE SOLICITOR AND PROSECUTION SOLICITOR

€33,576	€36,550	€40,356	€43,263	€46,158	€49,070	€51,975	€54,865
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€65,185	€67,542	€69,884	€72,235	€74,581	€75,934	€78,302 ¹	€80,678 ²
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LAW CLERK

€512.20	€535.05	€571.00	€589.54	€608.12	€626.68	€645.26	€663.80
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€682.43	€701.60 ¹	€720.73 ²
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HIGHER LEGAL EXECUTIVE

€46,081	€47,458	€48,831	€50,204	€51,581	€52,955	€54,329	€56,314 ¹
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€58,294 ²

LEGAL EXECUTIVE

€34,771	€36,253	€37,595	€38,797	€40,011	€41,223	€42,440	€43,616
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€44,725 ¹	€46,171 ²
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SENIOR ENGINEERING DRAUGHTSPERSON

€38,451	€39,206	€40,151	€41,110	€42,061	€43,020	€43,919	€45,379 ¹
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€46,853 ²

ENGINEERING DRAUGHTSPERSON

€556.11	€576.57	€597.17	€617.76	€638.44	€659.21	€679.99	€699.88
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€719.79	€739.69	€759.66	€785.02 ¹	€810.41 ²
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CHIEF SUPERINTENDENT MAPPING

€48,165	€50,469	€52,773	€55,070	€57,374	€59,671	€61,973	€64,280
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€66,287	€68,260	€70,448 ¹	€72,642 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

€42,641 €44,153 €45,413 €46,661 €47,923 €49,187 €50,419 €51,989¹
 €53,550²

EXAMINER IN CHARGE

€36,897 €37,712 €38,516 €39,339 €40,155 €40,981 €42,641 €43,960¹
 €45,292²

EXAMINER OF MAPS

€634.48 €652.45 €669.75 €685.87 €703.29 €715.97 €740.09¹ €764.26²

MAPPING DRAUGHTSPERSON

€454.61 €468.07 €484.39 €500.73 €517.19 €533.62 €550.03 €566.11
 €581.49 €596.84 €612.23 €627.58 €643.04 €664.42¹ €685.84²

SENIOR ARCHITECT

€62,832 €66,106 €69,312 €72,512 €75,721 €79,319 €82,126¹ €84,935²

ARCHITECT

€37,532 €40,315 €43,086 €45,878 €47,726 €49,573 €51,429 €53,272
 €55,123 €56,972 €58,823 €60,675 €62,544 €64,581¹ €66,585²

ARCHITECTURAL ASSISTANT GRADE II

€556.11 €576.57 €597.17 €617.76 €638.44 €659.21 €678.18 €698.96
 €719.79 €739.69 €759.66 €785.02¹ €810.41²

SENIOR LABORATORY ANALYST

€47,842 €50,047 €52,001 €54,001 €56,059 €58,088 €60,173 €62,238
 €64,315

LABORATORY ANALYST

€34,463 €35,465 €36,420 €38,677 €40,136 €41,604 €43,104 €44,598
 €46,096 €47,607 €49,131 €50,670 €52,162 €53,194¹

CLERICAL OFFICER DATA ENTRY AND VISUALLY IMPAIRED TELEPHONIST

€23,177 €24,255 €25,339* €26,420 €27,502 €28,583 €29,635 €30,688
 (€444.17) (€464.83) (€485.60) (€506.33) (€527.06) (€547.77) (€567.94) (€588.11)
 €31,743 €32,795 €33,840 €35,471 €36,753¹ €37,341²
 (€608.33) (€628.49) (€648.53) (€679.78) (€704.35) (€715.62)

NIGHTWATCHMAN

€417.76 €434.31 €451.02 €467.69 €482.66 €499.07¹ €517.86²

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.