

1 December 2015

**Circular 17/2015: Application of pay adjustments and related measures in accordance with the Financial Emergency Measure in the Public Interest Act, 2015 and the Public Services Stability Agreement 2013-2018 (the Lansdowne Road Agreement).**

Dear Secretary General

1. I am directed by the Minister for Public Expenditure and Reform to convey the following instructions to Departments with regard to the application of adjustments to civil service pay and pension related deductions with effect from December 2015 in accordance with the Financial Emergency Measures in the Public Interest Act 2015 (No. 39 of 2015) (“the Act”) and the relevant provisions of the Lansdowne Road Agreement.

1.1. A ‘Frequently Asked Questions’ document dealing with the matters addressed in this Circular is available on the Department of Public Expenditure and Reform website ([www.per.gov.ie](http://www.per.gov.ie)).

**Classes Affected**

2. This circular applies to civil service grades.

2.1 Grades whose pay and conditions are appropriate to the Joint Industrial Council for State Industrial employees are the subject of a separate circular.

**Pay and PRD Adjustments**

3. This Circular sets out the **revised pay rates from 1 January 2016** applying to civil servants.

3.1 This Circular also sets out the **revised thresholds for the Pension Related Deduction from December 2015.**

3.2 To give effect to the measures contained in the Lansdowne Road Agreement the following revisions to arrangements will apply:

### ***2016 Adjustment to Pay***

3.3 The following pay increases apply from 1 January 2016:

- Annualised salaries up to **€24,000** are increased by **2.5%**.
- Annualised salaries from **€24,001** up to **€31,000** are increased by **1%**.

3.4 Pay increases under the Lansdowne Road Agreement will be subject to the annualised salary thresholds set out in the Agreement which reflect basic pay rates.

3.5 The adjustments should be applied, as appropriate, to basic pay on 31 December 2015. The adjustment should be rounded to the nearest euro on annual payscales and to the nearest cent on weekly payscales. Hourly rates should be rounded to the nearest €0.001.

3.6 The revised rates effective from 1 January 2016 for members of general service grades earning €31,000 or below and certain grades common to two or more Departments to which this circular applies, are set out in Appendices 1A and 1B and 2A and 2B of this circular. In the case of established officers appointed on or after 6 April 1995 who are covered by Class A social insurance and are making an employee contribution in respect of personal superannuation benefits, the revised rates are set out in Appendices 2A and 2B of this circular.

3.7 Pay rates for other grades may be obtained from this Department as provided in paragraph 10.

### **Pension Related Deduction (PRD) 2015 to 2017**

4. This Circular sets out the adjustments to the exemption threshold for the Pension Related Deduction to apply to civil servants under the Lansdowne Road Agreement in 2015, 2016 and 2017.

#### ***2015 Adjustment to Pension Related Deductions***

4.1 In **2015**, the exemption threshold will increase from **€15,000** to **€17,500** per annum as follows:

- (a) Up to €17,500 @ 0%
- (b) Greater than €17,500 but not over €20,000 @ 2.5%
- (c) Greater than €20,000 but not over €60,000 @ 10%
- (d) Balance @ 10.5%

### ***2016 Adjustment to Pension Related Deductions***

4.2 From **1 January 2016**, the exemption threshold will increase from **€17,500 to €26,083** as follows:

- (a) Up to €26083 @ 0%
- (b) Greater than €26,083 but not over €60,000 @ 10%
- (c) Balance @ 10.5%

### ***2017 Adjustment to Pension Related Deductions***

4.3 From **1 January 2017**, the exemption threshold will increase from **€26,083 to €28,750** as follows:

- (a) Up to €28,750 @ 0%
- (b) Greater than €28,750 but not over €60,000 @ 10%
- (c) Balance @ 10.5%

### **Overtime**

5. Payment in respect of overtime rendered on or subsequent to 1 January 2016 by members of grades to which this circular applies should be calculated by reference to the revised pay rates with effect from 1 January 2016.

### **Officers on Mark-Time**

6. For officers on mark-time, both notional and mark time pay will be revised with effect from 1 January 2016.

### **Premium Rates of Pay**

7. Premium rates of pay payable in respect of or subsequent to 1 January 2016 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 2016.

### **Allowances**

8. 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 2016.

8.1 Fixed allowances calculated as a specific percentage or specified proportion of salary are not affected.

8.2 Children's allowance, both standard and ex-gratia remain unchanged.

**General**

9. Individual queries in relation to this Circular should be raised with PeoplePoint or where applicable with local HR Units.

9.1 Difficulties that may arise in the application of this Circular should be raised with this Department (email address: [payscales@per.gov.ie](mailto:payscales@per.gov.ie)). Where this is not possible, telephone queries may be raised with this Department (Tel: (01) 6045796 or 6045409

**Electronic copies of Circular**

10. This Circular is also available on the Department's web-site at <http://www.per.gov.ie>.

Yours sincerely,



Oonagh Buckley  
Assistant Secretary

**Revised pay with effect from 1 January 2016 for General Service Grades**

**Administrative Officer Standard Scale**

|         |         |         |         |                      |                      |
|---------|---------|---------|---------|----------------------|----------------------|
| €28,742 | €31,288 | €31,619 | €34,420 | €38,004              | €40,734              |
| €43,463 | €46,202 | €48,930 | €51,653 | €53,532 <sup>1</sup> | €55,415 <sup>2</sup> |

**Executive Officer Standard Scale**

|                      |                      |         |         |         |         |
|----------------------|----------------------|---------|---------|---------|---------|
| €26,383              | €28,265              | €29,314 | €31,094 | €32,679 | €34,219 |
| €35,749              | €37,247              | €38,760 | €40,233 | €41,749 | €42,760 |
| €44,187 <sup>1</sup> | €45,616 <sup>2</sup> |         |         |         |         |

**Executive Officer Higher Scale**

|         |         |         |         |         |         |
|---------|---------|---------|---------|---------|---------|
| €29,314 | €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 |         |         |         |         |

**Clerical Officer Standard Scale**

|                      |                      |           |           |           |           |
|----------------------|----------------------|-----------|-----------|-----------|-----------|
| €22,565              | €23,618              | €24,312   | €25,351   | €26,389   | €27,428   |
| (€432.45)            | (€452.63)            | (€465.92) | (€485.84) | (€505.74) | (€525.63) |
| €28,465              | €29,485              | €30,493   | €31,192   | €32,187   | €33,735   |
| (€545.51)            | (€565.06)            | (€584.38) | (€597.78) | (€616.85) | (€646.51) |
| €34,954 <sup>1</sup> | €35,515 <sup>2</sup> |           |           |           |           |
| (€669.87)            | (€680.62)            |           |           |           |           |

**Clerical Officer Higher Scale**

|           |           |           |           |           |           |
|-----------|-----------|-----------|-----------|-----------|-----------|
| €23,618   | €24,312   | €25,351   | €26,389   | €27,428   | €28,465   |
| (€452.63) | (€465.92) | (€485.84) | (€505.74) | (€525.63) | (€545.51) |
| €29,485   | €30,493   | €31,192   | €32,187   | €33,735   | €34,954   |
| (€565.06) | (€584.38) | (€597.78) | (€616.85) | (€646.51) | (€669.87) |
| €35,515   | €36,267   |           |           |           |           |
| (€680.62) | (€695.03) |           |           |           |           |

**Service Officer**

|         |         |         |                      |                      |         |
|---------|---------|---------|----------------------|----------------------|---------|
| €383.46 | €396.75 | €408.71 | €424.65              | €440.83              | €457.43 |
| €469.29 | €476.43 | €500.51 | €517.44 <sup>1</sup> | €536.93 <sup>2</sup> |         |

**Service Attendant**

|         |         |         |                      |                      |         |
|---------|---------|---------|----------------------|----------------------|---------|
| €383.46 | €384.19 | €408.71 | €415.42              | €426.88              | €443.24 |
| €464.57 | €474.09 | €494.17 | €510.63 <sup>1</sup> | €529.90 <sup>2</sup> |         |

**Cleaner**

|                      |         |         |         |         |                      |
|----------------------|---------|---------|---------|---------|----------------------|
| €358.52              | €380.75 | €390.28 | €406.43 | €423.05 | €434.54 <sup>1</sup> |
| €453.12 <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 pay with effect from 1 January 2016 for certain grades common to two or more Departments**

**Law Clerk**

|                      |         |         |         |         |                      |
|----------------------|---------|---------|---------|---------|----------------------|
| €448.86              | €468.89 | €491.44 | €513.36 | €548.53 | €566.41              |
| €584.21              | €596.05 | €613.71 | €631.37 | €649.06 | €667.27 <sup>1</sup> |
| €685.42 <sup>2</sup> |         |         |         |         |                      |

**Nightwatchman**

|                      |         |         |         |         |                      |
|----------------------|---------|---------|---------|---------|----------------------|
| €409.93              | €423.40 | €439.19 | €455.45 | €469.99 | €478.86 <sup>1</sup> |
| €496.90 <sup>2</sup> |         |         |         |         |                      |

**Clerical Officer Data Entry and Visually Impaired Telephonist**

|                      |                      |           |           |           |           |
|----------------------|----------------------|-----------|-----------|-----------|-----------|
| €22,565              | €23,618              | €24,312   | €25,351   | €26,389   | €27,428   |
| (€432.45)            | (€452.63)            | (€465.92) | (€485.84) | (€505.74) | (€525.63) |
| €28,465              | €29,485              | €30,493   | €31,192   | €32,187   | €33,735   |
| (€545.51)            | (€565.06)            | (€584.38) | (€597.78) | (€616.85) | (€646.51) |
| €34,954 <sup>1</sup> | €35,515 <sup>2</sup> |           |           |           |           |
| (€669.87)            | (€680.62)            |           |           |           |           |

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

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

**Revised pay with effect from 1 January 2016 for General Service Grades who were appointed on or after the 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 for General Service Grades.**

**Administrative Officer Standard Scale - PPC**

|         |         |         |         |                      |                      |
|---------|---------|---------|---------|----------------------|----------------------|
| €30,221 | €32,575 | €33,247 | €36,194 | €39,967              | €42,838              |
| €45,711 | €48,593 | €51,466 | €54,329 | €56,314 <sup>1</sup> | €58,294 <sup>2</sup> |

**Executive Officer Standard Scale - PPC**

|                      |                      |         |         |         |         |
|----------------------|----------------------|---------|---------|---------|---------|
| €27,739              | €29,712              | €30,821 | €32,687 | €34,360 | €35,977 |
| €37,588              | €39,166              | €40,760 | €42,311 | €43,909 | €44,967 |
| €46,473 <sup>1</sup> | €47,975 <sup>2</sup> |         |         |         |         |

**Executive Officer Higher Scale - PPC**

|         |         |         |         |         |         |
|---------|---------|---------|---------|---------|---------|
| €30,821 | €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 |         |         |         |         |

**Clerical Officer Standard Scale - PPC**

|           |           |                      |                      |           |           |
|-----------|-----------|----------------------|----------------------|-----------|-----------|
| €21,879   | €23,375   | €23,756              | €24,498              | €25,592   | €26,684   |
| (€419.29) | (€447.97) | (€455.28)            | (€469.48)            | (€490.46) | (€511.39) |
| €27,777   | €28,869   | €29,931              | €30,995              | €31,743   | €32,795   |
| (€532.33) | (€553.25) | (€573.62)            | (€594.00)            | (€608.34) | (€628.50) |
| €33,840   | €35,471   | €36,753 <sup>1</sup> | €37,341 <sup>2</sup> |           |           |
| (€648.52) | (€679.78) | (€704.35)            | (€715.62)            |           |           |

**Clerical Officer Higher Scale - PPC**

|           |           |           |           |           |           |
|-----------|-----------|-----------|-----------|-----------|-----------|
| €24,498   | €25,592   | €26,684   | €27,777   | €28,869   | €29,931   |
| (€469.48) | (€490.46) | (€511.39) | (€532.33) | (€553.25) | (€573.62) |
| €30,995   | €31,743   | €32,795   | €33,840   | €35,471   | €36,753   |
| (€594.00) | (€608.34) | (€628.50) | (€648.52) | (€679.78) | (€704.35) |
| €37,341   | €38,135   |           |           |           |           |
| (€715.62) | (€730.84) |           |           |           |           |



**Service Officer - PPC**

|         |         |         |                      |                      |         |
|---------|---------|---------|----------------------|----------------------|---------|
| €393.05 | €417.63 | €426.90 | €446.52              | €464.03              | €474.50 |
| €486.78 | €501.52 | €526.74 | €544.75 <sup>1</sup> | €564.82 <sup>2</sup> |         |

**Service Attendant - PPC**

|         |         |         |                      |                      |         |
|---------|---------|---------|----------------------|----------------------|---------|
| €387.47 | €404.15 | €426.90 | €434.13              | €449.05              | €466.56 |
| €481.85 | €499.07 | €520.20 | €537.46 <sup>1</sup> | €557.60 <sup>2</sup> |         |

**Cleaner - PPC**

|                      |         |         |         |         |                      |
|----------------------|---------|---------|---------|---------|----------------------|
| €374.44              | €400.33 | €407.58 | €424.50 | €444.82 | €457.40 <sup>1</sup> |
| €470.00 <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 pay with effect from 1 January 2016 for Grades Common to two or more Departments who were appointed on or after the 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 for General Service Grades.**

**Law Clerk – PPC**

|                      |         |         |         |         |                      |
|----------------------|---------|---------|---------|---------|----------------------|
| €465.59              | €486.37 | €517.32 | €540.40 | €576.71 | €595.44              |
| €608.12              | €626.68 | €645.26 | €663.80 | €682.43 | €701.60 <sup>1</sup> |
| €720.73 <sup>2</sup> |         |         |         |         |                      |

**Nightwatchman - PPC**

|         |                      |                      |         |         |         |
|---------|----------------------|----------------------|---------|---------|---------|
| €392.74 | €416.07              | €427.59              | €445.17 | €462.30 | €472.37 |
| €487.49 | €504.06 <sup>1</sup> | €523.04 <sup>2</sup> |         |         |         |

**Clerical Officer Data Entry and Visually Impaired Telephonist - PPC**

|                      |                      |           |           |           |           |
|----------------------|----------------------|-----------|-----------|-----------|-----------|
| €23,756              | €24,498              | €25,592   | €26,684   | €27,777   | €28,869   |
| (€455.28)            | (€469.48)            | (€490.46) | (€511.39) | (€532.33) | (€553.25) |
| €29,931              | €30,995              | €31,743   | €32,795   | €33,840   | €35,471   |
| (€573.62)            | (€594.00)            | (€608.34) | (€628.50) | (€648.52) | (€679.78) |
| €36,753 <sup>1</sup> | €37,341 <sup>2</sup> |           |           |           |           |
| (€704.35)            | (€715.62)            |           |           |           |           |

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

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