



Circular Letter 0067/2022

**To: The Managerial Authorities of Recognised Primary, Secondary,
Community, and Comprehensive Schools**

**Revision of salaries for Clerical Officers and Caretakers employed
in National Schools under the 1978/79 Scheme and Clerical Officers
employed in Post Primary Schools under the 1978 Scheme under
Building Momentum - A New Public Service Agreement 2021-2022
("The Agreement")**

Application of pay adjustments due on 2 February 2022 and 1 October 2022

Introduction

1. The Minister for Education wishes to inform Managerial Authorities and Clerical Officers and Caretakers employed in National Schools under the 1978/79 Scheme and Clerical Officers employed in Post Primary Schools under the 1978 Scheme of revised rates of salary as provided for in "Building Momentum - A New Public Service Agreement 2021-2022" as reviewed.
2. This circular sets out the increases due from 2 February 2022 as an amendment to The Agreement and the increases due on 1 October 2022 as provided for under The Agreement.

Salary Increases to be implemented under Building Momentum

3. Following the review of Building Momentum, a 3% pay adjustment was agreed and will be implemented with effect from 2 February 2022.
4. In accordance with Section 3 of Building Momentum, whole-time annual basic scale salaries will be increased by 1% or €500, whichever is greater, with effect from 1 October 2022.
5. Revised salary scales to affected staff with effect from 2 February 2022 and on 1 October 2022 are set out at Appendix 1.
6. All salary scales payable to Clerical Officers and Caretakers employed in National Schools under the 1978/79 Scheme and Clerical Officers employed in Post Primary Schools under the 1978 Scheme set out in previous Circulars are superseded by the terms of this Circular.

7. Part-time staff - the pay of part-time staff will be revised, in accordance with normal arrangements, by reference to the pay of whole-time staff to which they are related for pay purposes in accordance with this Circular.
8. Overpayments will be dealt with in accordance with the procedures set out in Circular 0084/2015.

Pensions in payment

9. The principle of pay parity has been agreed up to the end of 2023 in line with the amended agreement under Building Momentum. To determine if an increase is due to pensions in payment, under pre-existing pension schemes, up to end 2022, please refer to the detailed guidance contained in DPER Circulars 20/2017, 02/2018, 19/2019 and 10/2021. Queries with regard to the DPER circulars should be addressed to pensions@per.gov.ie.
10. Single Public Service Pension Scheme ('Single Scheme') pensions are uprated in-line with the Consumer Price Index (CPI). Therefore pensions in payment in respect of former public servants who served in grades to which this circular applies, will not be adjusted with reference to the revisions of basic pay set out in Section 3.

Calculation of arrears to pensions in payment

11. Further information to pension authorities on how to implement these arrears can be found in [DPER Circular 19/2022](#) and any queries arising should be made directly pensions@per.gov.ie.
12. The Pensions of those who are members of a pre-existing public service pension scheme (Non-Single Scheme) which are in payment between 2 February 2022 and 1 October 2022, will be adjusted as appropriate in the normal way, by reference to the revisions of basic pay set out in section 3 of this Circular.
13. The lump sums of staff to which this Circular applies who retired on or after 2 February 2022 will be revised by reference to the revisions of basic pay set out in Section 3 as appropriate.
14. The lump sum of officers in the grades to which this circular applies who retired before 2 February 2022 should not be adjusted.
15. For Single Scheme retirees who were working as public servants on the dates of the revision of basic pay (i.e. 2 February 2022 and/or 1 July 2022 and/or 1 October 2022) and subsequently retired in the period from 2 February 2022 to 1 October 2022, their referable amounts accrued and contribution deductions owed will be re-calculated. Lump sum and pensions paid will then be adjusted, as appropriate.
16. Final Retirement Benefit Statements and Leaver Statements for Single Scheme members for staff to whom this circular applies, who were working as public servants on the dates of the revision of basic pay and who subsequently retired or left their respective Relevant Authority may also have to be adjusted, as appropriate.

Circulation and Queries

17. Please ensure that copies of this circular are provided to all members of the Board of Management and its contents are brought to the attention of all relevant staff in your employment including those on leave of absence.
18. This Circular can be accessed on the Department's website under <https://www.gov.ie/en/circulars/>
19. Enquiries regarding this Circular should be e-mailed to: NTSPayroll@education.gov.ie

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12 October 2022

Appendix 1

Grade III¹:

Scale Point	² Rate from 02/02/22	³ New Entrant Rate from 02/02/22	Rate from 01/10/22	New Entrant Rate from 01/10/22
1	€ 28,208	€ 26,113	€ 28,708	€ 26,613
2	€ 29,050	€ 27,795	€ 29,550	€ 28,295
3	€ 30,276	€ 28,208	€ 30,776	€ 28,708
4	€ 31,505	€ 29,050	€ 32,005	€ 29,550
5	€ 32,737	€ 30,276	€ 33,237	€ 30,776
6	€ 33,628	€ 31,505	€ 34,128	€ 32,005
7	€ 34,641	€ 32,737	€ 35,141	€ 33,237
8	€ 35,813	€ 33,628	€ 36,313	€ 34,128
9	€ 36,646	€ 34,641	€ 37,146	€ 35,141
10	€ 37,809	€ 35,813	€ 38,309	€ 36,313
11	€ 38,980	€ 36,646	€ 39,480	€ 37,146
12	€ 41,182	€ 37,809	€ 41,682	€ 38,309
13	€ 41,182	€ 38,980	€ 41,682	€ 39,480
14		€ 41,182		€ 41,682
15		€ 41,182		€ 41,682
Long Service Increment*	€ 42,746	€ 42,746	€ 43,246	€ 43,246

** after 3 years satisfactory service at the maximum*

¹ Payroll code: G3 & G3NE

² Pre 01st January 2011 entrants

³ Post 01st Jan 2011 entrants

Grade IV⁴:

Scale Point	Rate from 02/02/22	New Entrant Rate from 02/02/22	Rate from 01/10/22	New Entrant Rate from 01/10/22
1	€ 33,303	€ 30,431	€ 33,803	€ 30,931
2	€ 35,378	€ 32,476	€ 35,878	€ 32,976
3	€ 37,281	€ 33,303	€ 37,781	€ 33,803
4	€ 38,950	€ 35,378	€ 39,450	€ 35,878
5	€ 40,561	€ 37,281	€ 41,061	€ 37,781
6	€ 42,738	€ 38,950	€ 43,238	€ 39,450
7	€ 44,312	€ 40,561	€ 44,812	€ 41,061
8	€ 45,911	€ 42,738	€ 46,411	€ 43,238
9		€ 44,312		€ 44,812
10		€ 45,911		€ 46,411
1st Long Service Increment*	€ 47,381	€ 47,381	€ 47,881	€ 47,881
2nd Long Service Increment**	€ 48,859	€ 48,859	€ 49,359	€ 49,359

** after 3 years satisfactory service at the maximum*

*** after 3 years satisfactory service at the 1st Long Service Increment*

⁴ Payroll code: G4

CARETAKERS

	Rate from 02/02/22	New Entrant Rate from 02/02/22	Rate from 01/10/22	New Entrant Rate from 01/10/22
CARETAKERS IN DUBLIN NATIONAL SCHOOLS⁵	€ 34,107	€ 31,162	€ 34,607	€ 31,662
	€ 34,352	€ 31,896	€ 34,852	€ 32,396
	€ 34,453	€ 34,107	€ 34,953	€ 34,607
	€ 34,546	€ 34,352	€ 35,046	€ 34,852
	€ 34,645	€ 34,453	€ 35,145	€ 34,953
	€ 34,645	€ 34,546	€ 35,145	€ 35,046
	€ 34,671	€ 34,645	€ 35,171	€ 35,145
	€ 34,768	€ 34,645	€ 35,268	€ 35,145
	€ 34,873	€ 34,671	€ 35,373	€ 35,171
	€ 34,976	€ 34,768	€ 35,476	€ 35,268
	€ 35,110	€ 34,873	€ 35,610	€ 35,373
	€ 35,247	€ 34,976	€ 35,747	€ 35,476
	€ 35,378	€ 35,110	€ 35,878	€ 35,610
		€ 35,247		€ 35,747
		€ 35,378		€ 35,878

⁵ MA10 and MA10NE

	Rate from 02/02/22	New Entrant Rate from 02/02/22	Rate from 01/10/22	New Entrant Rate from 01/10/22
CARETAKERS IN NATIONAL SCHOOLS OUTSIDE DUBLIN (AND CORK CITY POST 1989)⁶	€ 34,271	€ 31,312	€ 34,771	€ 31,812
	€ 34,454	€ 32,035	€ 34,954	€ 32,535
	€ 34,624	€ 34,271	€ 35,124	€ 34,771
	€ 34,624	€ 34,454	€ 35,124	€ 34,954
	€ 34,645	€ 34,624	€ 35,145	€ 35,124
	€ 34,745	€ 34,624	€ 35,245	€ 35,124
	€ 34,842	€ 34,645	€ 35,342	€ 35,145
	€ 34,942	€ 34,745	€ 35,442	€ 35,245
	€ 35,042	€ 34,842	€ 35,542	€ 35,342
	€ 35,150	€ 34,942	€ 35,650	€ 35,442
	€ 35,255	€ 35,042	€ 35,755	€ 35,542
	€ 35,368	€ 35,150	€ 35,868	€ 35,650
	€ 35,466	€ 35,255	€ 35,966	€ 35,755
		€ 35,368		€ 35,868
		€ 35,466		€ 35,966

⁶ MA34 and MA34NE

	Rate from 02/02/22	New Entrant Rate from 02/02/22	Rate from 01/10/22	New Entrant Rate from 01/10/22
CARETAKERS IN NATIONAL SCHOOLS OUTSIDE DUBLIN (and CORK CITY POST 1989)⁷ PHASE I OF PCW AWARD PAID ONLY	€ 33,387	€ 30,211	€ 33,887	€ 30,711
	€ 33,387	€ 30,946	€ 33,887	€ 31,446
	€ 33,428	€ 33,387	€ 33,928	€ 33,887
	€ 33,524	€ 33,387	€ 34,024	€ 33,887
	€ 33,620	€ 33,428	€ 34,120	€ 33,928
	€ 33,719	€ 33,524	€ 34,219	€ 34,024
	€ 33,817	€ 33,620	€ 34,317	€ 34,120
	€ 33,917	€ 33,719	€ 34,417	€ 34,219
	€ 34,016	€ 33,817	€ 34,516	€ 34,317
	€ 34,123	€ 33,917	€ 34,623	€ 34,417
	€ 34,232	€ 34,016	€ 34,732	€ 34,516
	€ 34,343	€ 34,123	€ 34,843	€ 34,623
	€ 34,445	€ 34,232	€ 34,945	€ 34,732
		€ 34,343		€ 34,843
		€ 34,445		€ 34,945

⁷ MA35 and MA35NE