



**Circular Letter 0030/2016**

**To: The Managerial Authorities of Recognised Primary, Secondary, Community,  
and Comprehensive Schools  
and  
The Chief Executives of Education and Training Boards**

**EXPIRY OF INCREMENT MEASURES UNDER THE TERMS OF THE HADDINGTON  
ROAD AGREEMENT**

**SUSPENSION OF INCREMENTAL PROGRESSION UNTIL 1 JULY 2018 FOR GRADES  
NOT COVERED BY THE PUBLIC SERVICE STABILITY AGREEMENT 2013-2018  
(HADDINGTON ROAD AGREEMENT/LANSDOWNNE ROAD AGREEMENT)**

1. The Haddington Road Agreement (HRA) contained measures to provide for various increment deferrals depending on the salary level of the individual public servant in question. No increment measures are provided for under the terms of the Lansdowne Road Agreement which is effective from 1 July 2016 and extends the terms of the Public Service Stability Agreement out to September 2018.
2. No increment will be deferred beyond 1 July 2017 as a result of the increment measures contained in the HRA. Incremental progression may however be suspended for certain grades as set out in paragraphs 7-8 below.
3. Increment dates revised by the operation of the HRA will remain in place.

**PART 1**

**Expiry of Increment Measures for Grades covered by the Public Service Stability Agreement 2013-2018 (Haddington Road Agreement/ Lansdowne Road Agreement)**

Revision of increment measures under clauses 2.18, 2.19, 2.20 and 2.22 of the HRA (i.e. public servants for whom increments were deferred for 3 month or 6 month periods under the HRA)

4. Where an increment date is deferred beyond 1 July 2017 due to a 3 month or 6 month deferral, increment accrual will revert to a 12 month (or the standard) accrual period. Examples are set out in the attached Appendix.

5. For the avoidance of doubt, increment deferrals which are due to occur between the original end date of the HRA of 30 June 2016 and the expiry date of 1 July 2017 set out in this Circular must be applied.

Revision of increment measures under clause 2.21 of the HRA (i.e. public servants on salary scales starting over €100,000 inclusive of allowances in the nature of pay for whom incremental progression was suspended for three years under the HRA)

6. The total period between increments should be 3 years, starting from the date that the staff member received their last increment, with the normal accrual period included in the 3 year increment period. Examples are set out in the attached Appendix.

## PART 2

### **Suspension of Incremental Progression until 1 July 2018 for Grades not covered by the Public Service Stability Agreement 2013-2018 (Haddington Road Agreement/Lansdowne Road Agreement)**

7. The expiry date of 1 July 2017 for increment measures under the HRA set out in this Circular applies only to grades which are covered by a collective agreement, namely the Public Service Stability Agreement 2013-2018 (Haddington Road Agreement/Lansdowne Road Agreement).
8. The Financial Emergency Measures in the Public Interest Act 2015 provides that where the trade union representing a grade is not covered by a collective agreement, incremental progression for staff in that grade will be suspended until 1 July 2018. Further instruction in relation to this will issue in due course.

### **Circulation and Queries**

9. Please ensure that copies of this Circular are provided to all members of the Board of Management/Education and Training Board and its contents are brought to the attention of all relevant staff in your employment including those on leave of absence.
10. This Circular can be accessed on the Department's website under [www.education.ie](http://www.education.ie)
11. Enquiries regarding this Circular should be e-mailed to:
  - Primary Payroll - [primtch\\_payroll@education.gov.ie](mailto:primtch_payroll@education.gov.ie)
  - Post Primary Payroll - [PPPayroll@education.gov.ie](mailto:PPPayroll@education.gov.ie)

Staff employed by Education and Training Boards should direct queries to their employer ETB in the first instance.

Philip Crosby  
Principal Officer  
External Staff Relations

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Principal Officer  
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22 April 2016

## APPENDIX

### **Revision of increment measures under clauses 2.18, 2.19, 2.20 and 2.22 of the HRA (i.e. public servants for whom increments were frozen for 3 month or 6 month periods under the HRA)**

#### **Example 1: Employees Earning under €35,000**

(a) A person in employment on 1 July 2013 is paid their first increment as normal on 1 September 2013. Their next increment is deferred by 3 months, bringing their increment date to 1 December 2014. The employee's next increment is not subject to a deferral so is paid on 1 December 2015. The employee's increment date remains as 1 December for 2016 and subsequent years.

(b) An employee recruited on 1 May 2015 will be due their first increment as normal on 1 May 2016. The 3 month deferral of the next increment due under HRA would mean that the next increment would be due for payment on 1 August 2017. However, as this is after 1 July 2017, no deferral will apply and the employee will revert to a 12 month incremental period - the next increment will therefore be paid on 1 May 2017. The employee's increment date remains as 1 May for 2018 and subsequent years.

#### **Example 2: Employees Earning between €35,000 and €65,000**

(a) A person in employment on 1 July 2013 is paid their first increment as normal on 1 September 2013. Their next increment is deferred by 3 months, bringing their increment date to 1 December 2014. The following increment is also deferred by 3 months, bringing their increment date to 1 March 2016. The employee's next increment is not subject to a deferral so is paid on 1 March 2017. The employee's increment date remains as 1 March for 2017 and subsequent years.

(b) An employee recruited on 1 December 2014 will be due their first increment as normal on 1 December 2015. Their next increment is deferred by 3 months, bringing their increment date to 1 March 2017. The 3 month deferral of the next increment due under HRA would mean that the next increment would be due for payment on 1 June 2018. However, as this is after 1 July 2017, no deferral will apply and the employee will revert to a 12 month incremental period - the next increment will therefore be paid on 1 March 2018. The employee's increment date remains as 1 March for 2019 and subsequent years.

#### **Example 3: Employees Earning over €65,000**

(a) A person in employment on 1 July 2013 is paid their first increment as normal on 1 September 2013. Their next increment is deferred by 6 months, bringing their increment date to 1 March 2015. The following increment is also deferred by 6 months, bringing their increment date to 1 September 2016. The employee's next increment is not subject to a deferral so is paid on 1 September 2017. The employee's increment date remains as 1 September for 2018 and subsequent years.

(b) An employee recruited on 1 December 2014 will be due their first increment as normal on 1 December 2015. Their next increment is deferred by 6 months, bringing their increment date to 1 June 2017. The 6 month deferral of the next increment due under HRA would mean that the next increment would be due for payment on 1 December 2018. However, as this is after

1 July 2017, no deferral will apply and the employee will revert to a 12 month Incremental period - the next increment will therefore be paid on 1 June 2018. The employee's increment date remains as 1 June for 2019 and subsequent years.

**Revision of increment measures under clause 2.21 of the HRA (i.e. public servants on salary scales starting over €100,000 inclusive of allowances in the nature of pay for whom incremental progression was suspended for three years under the HRA)**

**Example 4:**

An employee received an increment on 1 September 2012. The total period between increments should be 3 years, starting from the date the staff member received their last increment, with the normal accrual period included in the 3 year increment period. The employee's next increment is therefore due to be paid on 1 September 2015. The employee's increment date remains as 1 September for 2016 and subsequent years.

**Example 5:**

For an employee recruited on 1 September 2014 - under the terms of the Agreement incremental progression is suspended for 3 years in total, giving an incremental date of 1 September 2017. However, as this date is later than 1 July 2017, the increment date should now be brought back to 1 July 2017 (an incremental period of 2 years and 10 months). The employee's increment date remains as 1 July for 2018 and subsequent years.

**Example 6:**

For an employee recruited on 1 January 2015 - under the terms of the Agreement incremental progression is suspended for 3 years in total, giving an incremental date of 1 January 2018. However, as this date is later than 1 July 2017, the increment date should now be brought back to 1 July 2017 (an incremental period of 2 years and 6 months). The employee's increment date remains as 1 July for 2018 and subsequent years.

**Example 7:**

For an employee recruited on 1 January 2016 - under the terms of the Agreement incremental progression is suspended for 3 years in total, giving an incremental date of 1 January 2019. However, as this date is later than 1 July 2017, the increment date should now be brought back to 1 July 2017 (an incremental period of 1 year and 6 months). The employee's increment date remains as 1 July for 2018 and subsequent years.

**Example 8:**

For an employee recruited on 30 June 2016 - under the terms of the Agreement incremental progression is suspended for 3 years in total, giving an incremental date of 30 June 2019. However, as this date is later than 1 July 2017, the increment date should now be brought back to 1 July 2017 (an incremental period of 1 year and 1 day). The employee's increment date remains as 1 July for 2018 and subsequent years.