

Financial Guideline 2022/2023 - 13

Community & Comprehensive Schools

Revised Salary Rates applicable from 2nd February 2022 and 1st October 2022 for School Secretaries, Caretakers and Cleaners who have Public Service Contracts

All salary scales and hourly rates payable to affected staff set out in previous guidelines are superseded by the terms of this guideline.

1. Introduction

Following the review of the Building Momentum - A New Public Service Agreement 2021-2022, a 3% pay increase was agreed and will be implemented with effect from 2nd February 2022.

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.

2. Salary Increase

The revised rates of salary are based on [Circular 0066/2022](#). The increases apply to **Department sanctioned clerical, caretakers and cleaning staff**. Circular 0066/2022 applies to sanctioned Department staff **only** paid from the NTP grant.

Revised salary scales for school secretaries and school maintenance staff, which are inclusive of the increases, are detailed in Circular 0066/2022.

3. Deductions

Deductions from pay which are expressed as a percentage of pay (e.g. union subscriptions) should be recalculated based on the revised rates of pay effective from the 2nd February 2022 and 1st October 2022.

4. Pensions

As per [DPER Circular 10/2021](#) the increases detailed above will apply to the public service occupational pension schemes, with the exception of the Single Public Service Pension Scheme. See **Appendix A** for further details on this.

Please contact the Department of Education's Schools Division Financial if you require further assistance with any pension calculations.

5. Allowances

The Agreement also provides for increases in allowances in the nature of pay of 3% from 2nd February 2022 and 1% from 1st October 2022.

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 2nd February 2022 and 1st October 2022.

On 1st February 2022: Fixed allowances which are not calculated as a specific percentage or specified proportion of basis salary will be increased by 1%.

6. Part-time Department Sanctioned Staff (fully funded by the Department through the Non Teacher Pay Grant)

The pay of part-time staff should be revised, in accordance with normal arrangements, by reference to the pay of whole-time staff to which they are related for pay purposes.

7. School staff funded by the SSSF grant and other funds

This increase does not apply to secretaries, caretakers, cleaners, etc funded from the SSSF grant and general school funds and paid directly by the board.

Reference

This guideline is based on [Circular 0066/2022](#).

Further information or clarification on any of the issues raised in this Guideline can be obtained from the FSSU.

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18th October 2022

Appendix A

Example of calculating the pension increase

A 3% increase will apply to the public service occupational pension schemes with effect from the 2nd of February 2022, with the exception of the Single Public Service Pension Scheme.

This essentially means that where there is a 3% increase in the salary there will be a corresponding increase in the pension. Where there is a fixed € amount increase you need to know:

- the point on the scale the individual retired on
- the pension factor used to calculate the pension

For example, Mary retired in 2010 from a grade III clerical officer post on the long service increment. Her pension was calculated on a salary of €39,556, using a factor of 0.42 (39556×0.42), giving an annual pension of €16,613.

In line with previous pay increases her pension at the 1st of February 2022 was based on a salary of €41,501 multiplied by her pension factor of 0.42 = €17,430.

On the 2nd February 2022 Mary is due an increase of 3% on her pension or the current salary per the scale €42,746 x her pension factor of 0.42 = €17,953.

On the 1st October 2022 an increase of €500 was applied to the salary scale, therefore her pension was increased to €43,246 x by her pension factor 0.42 = €18,163.

Please contact the Department of Education's Schools Division Financial if you require further assistance with any pension calculations.

Treoirlíne Airgeadais 2022/2023 - 13

Pobalscoileanna agus Scoileanna

Rátaí Tuarastail Leasaithe is infheidhme ón 2 Feabhra 2022 agus an 1 Deireadh Fómhair 2022 maidir le Rúnaithe, Feighlithe agus Glantóirí Scoile a bhfuil Conarthaí Seirbhíse Poiblí acu

Gach scála tuarastail agus ráta in aghaidh na huairé is iníoctha leis an bhfoireann atá i gceist, mar a leagadh amach sna treoirlínte roimhe seo iad; téann téarmaí na treoirlíne seo ina n-ionad.

1. Réamhrá

Tar éis an athbhreithnithe ar 'Tógáil Móimintim - Comhaontú Seirbhíse Poiblí Nua 2021-2022', comhaontaíodh méadú pá 3% agus cuirfear i bhfeidhm é le héifeacht ón 2 Feabhra 2022.

De réir Alt 3 de 'Tógáil Móimintim', méadófar tuarastail bhunscála bliantúla lánaimseartha 1% nó €500, cibé acu is mó, le héifeacht ón 1 Deireadh Fómhair 2022.

2. Méadú Tuarastail

Is ar [Chiorclán 0066/2022](#) atá na rátaí tuarastail leasaithe bunaithe. Baineann na méaduithe le **foireann chléireachais, feighlithe agus glantacháin atá ceadaithe ag an Roinn**. Baineann Ciorclán 0066/2022 le foireann cheadaithe na Roinne a íoctar as an Deontas Pá Neamh-Mhúinteora **amháin**.

Na scálaí tuarastail leasaithe do rúnaithe scoile agus baill foirne cothabhála scoile, a bhfuil an méadú san áireamh iontu, leagtar amach i gCiorclán 0066/2022 iad.

3. Asbhaintí

I gcás asbhaintí ó phá a ríomhtar mar chéatadán de phá (m.sh. síntiúis cheardchumainn), ba chóir iad a athríomh bunaithe ar na rátaí leasaithe pá le héifeacht ón 2 Feabhra 2022 agus an 1 Deireadh Fómhair 2022.

4. Pinsin

De réir [Chiorclán RCPA 10/2021](#) beidh feidhm ag na méaduithe atá sonraithe thuas ar scéimeanna pinsin cheirde na seirbhíse poiblí, cé i moite den Scéim Pinsin Aonair na Seirbhíse Poiblí. Féach Aguisín 1 le haghaidh tuilleadh sonraí faoi seo.

Déan teagmháil le Rannán Airgeadais Scoileanna na Roinne Oideachais má theastaíonn tuilleadh cúnamh uait le haon ríomhanna pinsin.

5. Liúntais

Foráiltear sa Chomhaontú freisin méaduithe ar liúntais trí phá 3% ón 2Feabhra 2022 agus 1% ón 1Deireadh Fómhair 2022.

Liúntais a ríomhtar mar chéatadán sonrath nó mar chuid shonraithe de bhunphá, ba cheart iad a ríomh faoi threoir na rátaí pá leasaithe le héifeacht ón 2 Deireadh Fómhair 2022 agus ón 1 Deireadh Fómhair 2022.

An 1 Feabhra 2022: Liúntais sheasta nach ríomhtar mar chéatadán sonrath ná mar chion sonrath de bhuntuarastal, méadófar 1% iad.

6. Foireann Pháirtaimseartha atá Ceadaithe ag an Roinn (lámhaoinithe ag an Roinn tríd an Deontas Pá Neamh-Mhúinteora)

Is cóir pá ball foirne páirtaimseartha a leasú de réir na ngnáthshocruithe, trí thagairt do phá na mball foirne lánaimseartha a mbaineann siad leo ó thaobh pá de.

7. Baill foirne scoile arna maoiniú ag an deontas SSSF agus cistí eile

Ní bheidh feidhm ag an méadú seo ar rúnaithe, feighlithe, glantóirí, srl. a mhaoinítear ón deontas SSSF agus ó chistí ginearálta scoile, agus a n-íocann an bord go díreach iad.

Tagairt

Tá an treoirlíne seo bunaithe ar [Chiorclán 0066/2022](#).

Is féidir tuilleadh eolais nó soiléiriú a fháil ar aon cheann de na saincheisteanna sa Treoirlíne seo ach dul i dteagmháil le FSSU.

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An 18 Deireadh Fómhair 2022

Aguisín A

Sampla de mhéadú pinsin a ríomh

Beidh feidhm ag méadú 3% ar scéimeanna pinsin cheirde na seirbhíse poiblí le héifeacht ón 2 Feabhra 2022, cé is moite den Scém Pinsin Aonair na Seirbhíse Poiblí.

Ciallaíonn sé seo go bunúsach nuair a bhíonn méadú 3% sa tuarastal go dtiocfaidh méadú comhfhreagrach ar an bpinsean. Dá mbeadh méadú de mhéid € seasta ann bíodh a fhios agat:

- an pointe ar an scála ar a ndeachaigh an duine ar scor
- an fachtóir pinsin a úsáidtear chun an pinsean a ríomh

Mar shampla, chuaigh Máire ar scor sa bhliain 2010 ó phost oifigeach cléireachais de ghrád III ar incrimint fadseirbhíse. Ríomhadh a pinsean ar thuarastal €39,556, ach fachtóir 0.42 a úsáid (39556×0.42), ónar tháinig pinsean bliantúil dar luach €16,613.

I gcomhréir le méaduithe pá roimhe seo, ar an 1 Feabhra 2022 bhí a pinsean bunaithe ar thuarastal de €41,501 iolraithe faoina fachtóir pinsin $0.42 = €17,430$.

Ar an 2 Feabhra 2022 beidh méadú 3% dlite do Mháire ar a pinsean nó ar a tuarastal reatha de réir an scála $€42,746 \times$ faoina fachtóir pinsin de $0.42 = €17,953$.

Ar an 1 Deireadh Fómhair 2022 cuireadh méadú €500 leis an scála tuarastail, mar sin méadaíodh a pinsean go $€43,246 \times$ faoina fachtóir pinsin $0.42 = €18,163$.

Déan teagmháil le Rannán Airgeadais Scoileanna na Roinne Oideachais má theastaíonn tuilleadh cúnamh uait le haon ríomhanna pinsin.