



Circular 17/2019: Application of 1 September 2019 pay adjustments

Payroll Shared Services Update

The 1st of September pay adjustment has been applied to officers on **standard points of the pay-scales**.

Officers who are on **off-points** of their pay-scale will have their pay adjustment calculated **manually**, as per normal practice, and their revised salary will be applied in due course upon instruction to the Payroll Shared Services (PSS).

Full breakdown of the new pay scales can be found in the circular:

<https://circulars.gov.ie/pdf/circular/per/2019/17.pdf>

How is the adjustment going to be reflected in my pay slip?

Weekly Paid Officers

For weekly paid officers, your weekly gross salary will be adjusted in full in week 36.

As pay period **2019 36** for weekly paid officers covers Monday 2nd September to Friday 6th September 2019 inclusive, the full application of this adjustment can be seen in this pay period.

- Therefore, your new gross pay on application of the adjustment is reflected in your pay on the 6 September 2019.

Example:

If you are currently on Point 1 of the Clerical Officer scale and your gross weekly salary is €451.74, this will be adjusted to €459.65 on application of the 1.75% adjustment.

Fortnightly Paid Officers

For fortnightly paid officers, you should see your annual salary adjusted by 1.75%, and your fortnightly gross salary will be adjusted *partially* in week 36 (to cover the days in September) and in *full* in week 38 (as all dates associated with this pay period are in September).

As pay period **2019 36** for fortnightly paid officers covers Friday 23rd **August** to Thursday 5th September inclusive, only eligible dates in September will have the adjustment of 1.75% applied.

As pay period **2019 38** for fortnightly paid officers covers 6th September 2019 to 19th September 2019, all dates in this pay period will have the 1.75% adjustment applied in full.



- Therefore, your payment on the 5th September is partial (as only dates in September can have the 1.75% adjustment applied)
- Your *full* new gross pay will be reflected in your payment of 19th September 2019.

Example:

If you are currently on Point 1 of the Executive Officer scale and your fortnightly gross salary is €1134.88, you will receive an pay adjustment to cover from the 1st to the 5th of September which will bring the payment for the 5th of September up to €1141.85 and you will see your first *full* adjustment of fortnightly gross salary of €1154.73 on the 19th of September 2019.

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Further details on the circular: Application of 1 September 2019 pay adjustment (17/2019) can be found by accessing the link below:

<https://circulars.gov.ie/pdf/circular/per/2019/17.pdf>