

To: All Personnel Officers
From: John O'Connell

29 July 2005

Public Service Decentralisation Programme: Promotion and Recruitment Issues

Further to Mr. Eddie Sullivan's letters of 22 December 2003 and 23 April 2004, I am writing to you to update you on the current position on promotion and recruitment.

Negotiations with staff interests are currently ongoing and I am attaching for your information the latest position paper circulated to staff interests on 27 July 2005.

In advance of final agreement this Department has notified the Staff Side that we are initiating the next round of interdepartmental competitions in accordance with the attached schedule.

As you will see from the position paper, it is our intention that all **interdepartmental promotions** will now be made on the basis of the appointee agreeing to move to a post in a decentralising unit or decentralising Department or Office, or to an existing provincial office. In all these cases appointees will be required to give a written undertaking to relocate when required and to serve a minimum of two years (three for officers at AP level and above) before being eligible for transfer to another location.

In accordance with Government policy on Decentralisation, it should be noted that the Removal Expenses of Circular 6/89 will NOT apply to any interdepartmental promotions whether to decentralising Departments/Offices or to existing provincial locations.

In the case of a Department or Office which is not decentralising, such posts will be filled by the transfer from another Department of an officer in the same grade who has to move to another department in order to remain in Dublin, as set out in the position paper.

The paper also sets out that internal promotions will continue but with the proviso that for the 52 weeks before the agreed date of a relocation **all** internal promotions will require promotees to give a written commitment to relocate with that Department where the Department is relocating in its entirety. Where the Department is only partially relocating, **one half** of such internal promotions (starting with the first) will require this written commitment – further instructions on how this should be operated will be issuing shortly. In

each case where this written commitment is required officers will not be eligible for Removal Expenses under Circular 6/89.

Departments are reminded that recruitment and promotion practices must be managed in a way which facilitates the achievement of the decentralisation programme in an efficient manner. It is important that promotions take place in accordance with the terms of the final agreement reached with the staff side. In this context, Departments and Offices will bear in mind the recommendations of the Decentralisation Implementation Group. Departments should note that the triggering of the 52 week period referred to above will, in each case, be discussed and agreed with the sub-group of General Council in accordance with the procedures in the document.

As you are aware, the Government's policy on the reduction in public service numbers means that there should be no automatic assumption that all posts will be filled whether by promotion or recruitment. In this context, it should be noted that the filling of posts by promotion should continue to take place only where Departments are convinced that there is a strong requirement for their business needs. It will, naturally, continue to be a matter for each Secretary General (and chief executive officer in the case of State agencies) to decide whether the filling of a particular post is required.

Departments and Offices are also urged to expedite lateral transfers of staff in accordance with the CAF in order to get this process underway in an orderly and timely fashion.

Departments should also now be taking steps to identify the preferences for those staff who wish to remain in Dublin but will have to move to other Departments, in accordance with the terms of the paper already circulated setting out arrangements for staff remaining in Dublin. This will facilitate transfers in due course, in accordance with the terms of that paper (copy attached). Further information will issue in due course to Departmental Liaison Officers.

Yours sincerely,

John O'Connell

**Assistant Secretary,
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