

PROPOSED AMENDMENT TO CS REGULATIONS

Ref:	C S Regulations 09-004
Re:	CS Regulations C9 Promotion Increases
Proposal:	To clarify the situation when promotion involves moving to and from a scale which attracts a market adjustment e.g. EO moving to HEO scale and HEO moving to an SEO post.
Existing Handbook :	<p>9. PROMOTION INCREASES Last updated : 23 January 2009 – <u>Amendment Ref. 08-024</u> (previous amendment <u>08-013</u>)</p> <p>Salary</p> <p>On promotion, a civil servant will enter the higher scale at:-</p> <ol style="list-style-type: none"> a) the minimum point of the new scale; or b) one point above the spine point reached on the existing scale if this yields a higher salary <p>It is recognised that on occasion and in exceptional cases a higher promotion increase may be justified, based on previous relevant experience, qualifications, skills and periods of substitution, subject to a maximum of the penultimate point of the scale.</p> <p>A credit for relevant experience would normally be on a year for year basis and can be calculated from relevant experience gained both within and outside the Civil Service.</p> <p>Enhancements for qualifications should not normally exceed one spine point.</p> <p>In the case of a promotion/substitution from a non JESP banded role to a JESP banded role the general principle is that the civil servant will move to the same point as they would have under the promotion rules above.</p> <p>The example below is provided for guidance:</p> <p>Civil Servant current spine point 43 = £58522</p> <p>One full spine point would be spine point 44 = £60859 (difference of £2337)</p> <p>The point above £58522 on the JESP 5-8 scale is point 3 = £59925 (difference of £1403)</p> <p>As point 3 on the JESP scale does not generate a pay increase equivalent to one full spine point (£2337) as per the promotion rules, the civil servant will be placed on point 4 of the JESP scale £62648 (difference £4126)</p>

**Proposed
Amendment:**

9. PROMOTION INCREASES

Last updated : 23 January 2009 – Amendment Ref. 08-024
(previous amendment 08-013)

Salary

On promotion, a civil servant will enter the higher scale at:-

- a) the minimum point of the new scale; or
- b) one point above the spine point reached on the existing scale if this yields a higher salary

It is recognised that on occasion and in exceptional cases a higher promotion increase may be justified, based on previous relevant experience, qualifications, skills and periods of substitution, subject to a maximum of the penultimate point of the scale.

A credit for relevant experience would normally be on a year for year basis and can be calculated from relevant experience gained both within and outside the Civil Service.

Enhancements for qualifications should not normally exceed one spine point.

Treatment of promotions/substitutions between grades where a market adjustment applies e.g. EO to HEO

In the case of a promotion/substitution from a role without a market adjustment e.g. EO role to a role which attracts a market adjustment e.g. HEO where the market adjustment is 2%, the general principle is that the civil servant will receive one full spine point increase.

The example below is provided for guidance (rates as at 01 April 08):

Civil Servant current spine point 27 (EO) = £32522

One full spine point would be spine point 28 (HEO scale 28 + 2%) = £34500

The civil servant would move to spine point 28 even though the HEO scale at spine point 27 + 2% would yield a higher salary for the individual of £33171 (difference of £649).

Treatment of promotions/substitutions between grades where a market adjustment applies e.g. HEO to SEO

In the case of a promotion/substitution from a role with a market adjustment e.g. HEO role to a role which does not attract a market adjustment e.g. SEO, the general principle is again that the civil servant will receive one full spine point

increase.

The example below is provided for guidance (rates as at 01 April 08):

Civil Servant current spine point 32 (HEO + 2%) = £40,361

One full spine point would be spine point 33 (SEO scale) = £41,153

However, spine point 34 (SEO scale £42,798) would be awarded to ensure the value of one spine point is received.

Treatment of promotions/substitutions between non JESP banded roles and JESP banded roles

In the case of a promotion/substitution from a non JESP banded role to a JESP banded role the general principle is that the civil servant will move to the same point as they would have under the promotion rules above.

The example below is provided for guidance:

Civil Servant current spine point 43 = £58522

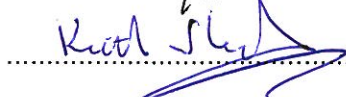
One full spine point would be spine point 44 = £60859 (difference of £2337)

The point above £58522 on the JESP 5-8 scale is point 3 = £59925 (difference of £1403)

As point 3 on the JESP scale does not generate a pay increase equivalent to one full spine point (£2337) as per the promotion rules, the civil servant will be placed on point 4 of the JESP scale £62648 (difference £4126)

Agreed and authorised by Joint Secretaries of JNC

for GOA  Date 13/10/10

for CSC  Date 18/10/10

I authorise the above amendment to be incorporated in the Civil Service regulations/handbook and to be uploaded on to the intranet.

An IOM Government All Staff notice prior to implementation is* / is not* required (please delete as appropriate)

Signed 

 **Head of Employee Relations and Policy**

Instruction for implementation:

Passed to C. Alexander

By A. Haxby Date 19/10/10

Date regs updated CA 10/11/10

Previous regulation amendment reference (if any) :	
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