

## PROPOSED AMENDMENT TO THE PSC CS Regulations 2015

<b>Ref:</b>	<b>Amendment PSC CS – 15-047</b>
<b>Re:</b>	<b>PSC Civil Service Regulations C9 – Promotion Increases</b>
<b>Proposal:</b>	Text relating to "Treatment of promotions / substitutions between grades where a market adjustment applies" and "Treatment of promotions / substitutions between non JESP and JESP banded roles" removed.
<b>Existing Regulation:</b>	<p><b>C9 – Promotion increases</b></p> <p><b>Salary</b></p> <p>On promotion, a civil servant will enter the higher scale at:</p> <ol style="list-style-type: none"> <li>a. the minimum point of the new scale or</li> <li>b. one point above the spine point reached on the existing scale if this yields a higher salary (eg if on top of EO grade at point 27, and appointed to the HEO scale they would move to point 28+2% on HEO scale and not point 27+2% even though the latter still yields a higher salary)</li> </ol> <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. This experience would normally be in a similar role at the same level or a higher level.</p> <p>Enhancements for qualifications should normally not exceed one spine point.</p> <p><b>Treatment of promotions/substitutions between grades where a market adjustment applies (eg EO to HEO)</b></p> <p>In the case of a promotion/substitution from a role without a market adjustment (eg EO role to a role which attracts a market adjustment) (eg HEO where the market adjustment is 2%), the general principle is that the civil servant will receive one full spine point increase.</p> <p>The example below is provided for guidance (rates as at 1 April 08):</p> <ul style="list-style-type: none"> <li>• Civil Servant current spine point 27 (EO) = £32522</li> <li>• One full spine point would be spine point 28 (HEO scale 28 + 2%) = £34500</li> </ul> <p>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</p>

individual of £33171 (difference of £649).

### **Treatment of promotions/substitutions between grades where a market adjustment applies (eg HEO to SEO)**

In the case of a promotion/substitution from a role with a market adjustment eg HEO role to a role which does not attract a market adjustment eg 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 1 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)

### **Incremental date**

On promotion, a civil servant's incremental date will be:

- a. a civil servant receiving two or more spine points under this regulation will take an incremental date of the first day of the month in which he is promoted
- b. a civil servant on the maximum of the scale receiving one spine point under this regulation will take an incremental date of the first day of the month in which he was promoted
- c. a civil servant not on the maximum of his scale receiving one spine point under this regulation will retain his existing

	<p>incremental date.</p> <p>See also <u>terms and conditions for new starters and promotions</u></p> <p>Last updated: 17 January 2011 - Amendment No. <u>10-014</u></p> <p>Previous amendment no. <u>09-004</u> &amp; <u>09-039</u> &amp; <u>08-024</u></p>
<p><b>Proposed Amendment:</b></p>	<p><b>C9 – Promotion increases</b></p> <p><b>Salary</b></p> <p>On promotion, a civil servant will enter the higher scale at:</p> <ol style="list-style-type: none"> <li>the minimum point of the new scale or <u>if this does not yield a higher salary</u></li> <li><del>one point above the spine point reached on the existing scale if this yields a higher salary (eg if on top of EO grade at point 27, and appointed to the HEO scale they would move to point 28+2% on HEO scale and not point 27+2% even though the latter still yields a higher salary)</del> <u>the mid or maximum point on the new scale</u></li> </ol> <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, <del>subject to a maximum of the penultimate point of the scale.</del></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. This experience would normally be in a <del>similar</del> <u>similar</u> role at the same level or a higher level.</p> <p>Enhancements for qualifications should normally not exceed one spine point.</p> <p><b><del>Treatment of promotions/substitutions between grades where a market adjustment applies (eg EO to HEO)</del></b></p> <p><del>In the case of a promotion/substitution from a role without a market adjustment (eg EO role to a role which attracts a market adjustment) (eg HEO where the market adjustment is 2%), the general principle is that the civil servant will receive one full spine point increase.</del></p> <p><del>The example below is provided for guidance (rates as at 1 April 08):</del></p> <ul style="list-style-type: none"> <li><del>• Civil Servant current spine point 27 (EO) = £32522</del></li> <li><del>• One full spine point would be spine point 28 (HEO scale 28 +</del></li> </ul>

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 (eg HEO to SEO)**

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

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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
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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)

### **Incremental date**

On promotion, a civil servant's incremental date will be normally change to the first day of the month of promotion to the new post. Any variation to this must be approved by the secretary of the Public Services Commission or their delegate.

- a. a civil servant receiving two or more spine points under this regulation will take an incremental date of the first day of the month in which he is promoted

	<p><del>b. a civil servant on the maximum of the scale receiving one spine point under this regulation will take an incremental date of the first day of the month in which he was promoted</del></p> <p><del>c. a civil servant not on the maximum of his scale receiving one spine point under this regulation will retain his existing incremental date.</del></p> <p>See also <u>terms and conditions for new starters and promotions</u></p> <p>Last updated: <del>17 January 2011</del> <u>January 2019</u> - Amendment No. <del>10-01415-047</del></p> <p>Previous amendment no. <u>09-004 &amp; 09-039 &amp; 08-024 &amp; 10-014</u></p>
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Agreed and authorised by:

Signed on behalf of Prospect

Signed on behalf of Unite the Union

Signed on behalf of the Commission

M. C. Herod  
Date: 5-2-2019

S. Hallsall  
Date: 3/1/19

[Signature]  
Date: 12/12/18

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**For Office of Human Resources Use Only**

**Instruction for implementation:**

Passed to Byron Douglas

By Ruth Hussey

Date 05/02/19

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

Signed [Signature]

**Head of Industrial Relations and Policy Section**

**Date MOA updated:**

Website [Signature]

Date 05-02-19

Previous PSC Memorandum of Agreement amendment reference (if any) :	10-014
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<u>Notes/Special Instructions:</u> Communication to Pay Sections required
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