An Roinn Caiteachais Phoiblí Bonneagair
Athchóiriúcháin Seirbhíse Poiblí agus Digitiúcháin
Department of Public Expenditure Infrastructure
Public Service Reform and Digitalisation

**Circular Title: Application of 1 September 2025 pay adjustment under the Local Bargaining Clause of the Public Service Pay Agreement 2024 to 2026**

A Dhuine Uasail,

I am directed by the Minister for Public Expenditure, Infrastructure, Public Service Reform and Digitalisation to convey the following instructions to Departments / Offices with regard to the application of adjustments to civil service pay scales to the following grades as set out below in accordance with agreements reached under the Local Bargaining Clause of the Public Service Agreement 2024-2026.

Under the Local Bargaining Clause of the Public Service Agreement (PSA) 2024–2026, agreement was reached by General Council on proposals that include pay scale adjustments alongside the advancement of management priorities.

| | |
|---|---|
| **To:** | HR Manager / Personnel Officer in each Department and Office |
| **Circular Number:** | Circular 03/2026 |
| **Purpose:** | This circular sets out payscale adjustments as provided for in the agreements under the Local Bargaining Clause of the "Public Service Agreement 2024-2026" in relation to the grades of Clerical Officer, Executive Officer, Higher Executive Officer, Administrative Officer, Service Officer, Cleaner and related grades[1] in the Civil Service represented by FÓRSA. |
| **File Reference:** | E107/006/2015 |
| **Effective From:** | 1 September 2025 |

Mise le meas,

John Howlin
Assistant Secretary
Public Service Resourcing Division

[1] Related grades in the Civil Service for the purposes of local bargaining are those grades of identical length and value of the CO, EO, HEO and AO Standard and Higher scales. Service Officer and Cleaner related grades are set out in the FAQ document associated with this circular.

## 1. Application

1.1. This circular applies to the grades as set out below. The following adjustments to the pay scale have been agreed:

**Clerical Officer (CO) Standard & Higher Scales and related grades[2] in the Civil Service**

- An increase of 1.25% to the maximum of the pay scale, and
- An incremental skip at point 11 of the pay scale (on completion of 1 year at point 10, the next point of progression is point 12).

**Executive Officer (EO), Higher Executive Officer (HEO) and Administrative Officer (AO) and related grades in the Civil Service.**

**EO Standard and Higher Scales and related grades**

- An increase of 1.25% to the maximum of the pay scale, and
- An incremental skip at Point 10 of the pay scale (on completion of 1 year at point 9, the next point of progression is point 11).

**HEO Standard and Higher Scales and related grades**

- An increase of 1.25% to the maximum of the pay scale, and
- An incremental skip at Point 6 of the pay scale (on completion of 1 year at point 5, the next point of progression is point 7).

**AO Standard Scale and related grades**

- An increase of 1.25% to the maximum of the pay scale, and
- An incremental skip at Point 10 of the pay scale (on completion of 1 year at point 9, the next point of progression is point 11).

**AO Higher Scale and related grades**

- An increase of 1.25% to the maximum of the scale.

**Claim for Service Officer, Cleaner and related grades in the Civil Service.**

- An increase of 1.5% to the maximum of the pay scale.

1.2. The payscale adjustments should be applied, as appropriate, from **1 September 2025**.

[2] Related grades in the Civil Service for the purposes of local bargaining are those grades of identical length and value of the CO, EO, HEO and AO Standard and Higher scales. Service Officer and Cleaner related grades are set out in the FAQ document associated with this circular.

## 2. General

2.1. This circular sets out adjustments effective from **1 September 2025** as provided for under the Local Bargaining Clause of the Public Service Agreement 2024-2026.

2.2. The adjustments should be rounded to the nearest euro on annual payscales and to the nearest cent on weekly payscales. Hourly rates should be rounded to the nearest cent.

## 3. "Public Service Agreement 2024-2026"

3.1. In accordance with agreements reached under the Local Bargaining Clause of the Public Service Agreement 2024 to 2026, the following adjustments will apply to the affected payscales with effect from of **1 September 2025**.

- An increase of 1.25% on the LSI 2 or NMAX of CO and CO Higher and related grades, EO and EO Higher and related grades, HEO and HEO Higher and related grades, AO and AO Higher and related grades.
- Where a pay scale includes an LSI, the maximum point on the pay scale is the LSI. If a pay scale does not include an LSI, the maximum point is the NMAX, or the final point of the pay scale.
- The adjustment to the Service Officers, Cleaners and related grades is an increase of 1.5% on the LSI2 or NMAX.
- Related grades in the Civil Service for the purposes of local bargaining are those grades of identical length and value of the CO, EO, HEO and AO Standard and Higher scales.
- Revised payscales for members of general service grades and certain grades common to two or more Departments to which this circular applies are set out in the Appendices to this circular.
- The associated FAQ document should be reviewed in conjunction with this circular.

## 4. Overtime

4.1. Payment in respect of overtime rendered on or subsequent to **1 September 2025** by members of grades to which this circular applies should be calculated by reference to the revised pay rates with effect from **1 September 2025**.

## 5. Premium Rates of Pay

5.1. Premium rates of pay payable in respect of, or subsequent to, **1 September 2025** which are calculated as specific percentage or specified proportion of basic salary should be calculated by reference to the revised rates of pay with effect from **1 September 2025**.

## 6. Allowances

6.1. Allowances in the nature of pay for civil servants 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 **1 September 2025**.

## 7. Pensions

7.1. The principle of pay parity in pension increases for pre-existing public service schemes[3] has been agreed up to 30 June 2026 in line with the Public Service Agreement 2024-2026. Civil Service pension increases should be passed on to pensions in line with that policy. Guidance on the methodology for calculating these pension increases is appended to 24 September 2024's letter to HR Managers / Pension Administrators[4].

7.2. Single Public Service Pension Scheme ('Single Scheme') pensions are uprated in line with the Consumer Price Index (CPI), subject to a separate instruction from the Department Public Expenditure, Infrastructure, Public Service Reform and Digitalisation. Therefore, Single Scheme pensions in payment in respect of former public servants who served in grades to which this circular applies will not be adjusted with reference to the revisions of basic pay set out in Section 3.

7.3. Additional Superannuation Contributions: The ASC rates for 2025 are unchanged. Below are the current rates of ASC as provided for in Part 4 of the Public Service Pay and Pensions Act 2017.

**Thresholds/Rates in 2025**

| **Member of a standard accrual pension scheme** | **Member of a fast accrual pension scheme** | **Member of the Single Scheme** |
|---|---|---|
| €0 - €34,500 @ 0% | €0 - €28,750 @ 0% | €0 - €34,500 @ 0% |
| >€34,500 - €60,000 @ 10% | >€28,750 - €60,000 @ 10% | >€34,500 - €60,000 @ 3.33% |
| >€60,000 @ 10.5% | >€60,000 @ 10.5% | >€60,000 @ 3.5% |

## 8. Queries

8.1. Individual queries in relation to this circular should be raised in the first instance with HR Shared Services (NSSO) or, where applicable, with local Human Resource Units.

8.2. Departments who experience difficulties that arise in the application of this circular should raise the matter with this Department by contacting:

For general payscale queries support@Paytravelovertime.cloud.gov.ie
For public service pension queries pensions@per.gov.ie
For Single Pension Scheme queries singleschemequeries@per.gov.ie

8.3. This circular is also available at https://www.gov.ie/en/circulars/

3 Pre-existing Public Service Pension schemes (as defined in the Public Service Pensions (Single Scheme and Other Provisions) Act 2012

4 "Application of 'Pay Parity' as Pension Increase Policy, in line with the Public Service Agreement 2024-2026"; available at https://www.gov.ie/en/circulars/

**Appendix 1A**

**Revised pay scales with effect from 1 September 2025 for Civil Servants appointed to General Service grades on or after 6 April 1995 that are paying the Class A rate of PRSI contribution and making an employee contribution in respect of personal superannuation benefits (PPC)**

**ADMINISTRATIVE OFFICER STANDARD SCALE - PPC**

**€40,268 €42,964 €43,736 €47,113 €51,436 €54,847 €58,393 €61,986 €65,577 €69,157 €71,637[1] €75,038[2]**

**ADMINISTRATIVE OFFICER HIGHER SCALE - PPC**

**€54,847 €58,393 €61,986 €65,577 €69,157 €71,637 €74,077 €77,480**

**HIGHER EXECUTIVE OFFICER STANDARD SCALE - PPC**

**€58,847 €60,567 €62,285 €64,000 €65,723 €67,437 €69,157 €71,637[1] €75,038[2]**

**HIGHER EXECUTIVE OFFICER HIGHER SCALE – PPC**

**€62,285 €64,000 €65,723 €67,437 €69,157 €71,637 €73,261 €74,892 €77,480**

**EXECUTIVE OFFICER STANDARD SCALE - PPC**

**€37,919 €39,860 €40,956 €43,094 €45,010 €46,864 €48,711 €50,519 €52,366 €54,207 €56,160 €57,469 €59,335[1] €61,981[2]**

**EXECUTIVE OFFICER HIGHER SCALE - PPC**

**€40,956 €43,094 €45,010 €46,864 €48,711 €50,519 €52,366 €54,207 €56,160 €57,469 €59,335 €60,734 €62,135 €64,335**

**CLERICAL OFFICER - PPC**

**€596.11 €629.46 €637.94 €654.47 €678.87 €703.22 €727.55 €745.29 €765.40 €788.74 €805.15 €828.27 €851.22 €887.05 €915.19[1] €939.72[2]**

**CLERICAL OFFICER HIGHER SCALE - PPC**

**€654.47 €678.87 €703.22 €727.55 €745.29 €765.40 €788.74 €805.15 €828.27 €851.22 €887.05 €915.19 €928.12 €957.38**

**HEAD SERVICES OFFICER - PPC**

**€764.16 €782.47 €797.20 €818.63 €840.06 €861.52 €887.07[1] €928.94[2]**

**SERVICES OFFICER - PPC**

**€565.57 €594.13 €604.96 €627.74 €648.12 €660.32 €674.56 €691.71 €721.05 €735.55[1] €770.00[2]**

**SERVICES ATTENDANT - PPC**

**€559.09 €578.46 €604.96 €613.33 €630.71 €651.10 €668.87 €688.86 €713.44 €733.55[1] €761.60[2]**

**CLEANER - PPC**

**€543.93 €574.04 €582.49 €602.13 €625.79 €640.41[1] €664.90[2]**

[1] After 3 years satisfactory service at the maximum.

[2] After 6 years satisfactory service at the maximum.

**Appendix 1B**

**Revised pay scales with effect from 1 September 2025 for Civil Servants appointed to General Service grades before 6 April 1995**

**ADMINISTRATIVE OFFICER STANDARD SCALE**

**€38,742 €41,491 €41,869 €45,079 €49,187 €52,335 €55,617 €58,997 €62,407 €65,811 €68,158[1] €71,394[2]**

**ADMINISTRATIVE OFFICER HIGHER SCALE**

**€52,335 €55,617 €58,997 €62,407 €65,811 €68,158 €70,484 €73,718**

**HIGHER EXECUTIVE OFFICER STANDARD SCALE**

**€56,047 €57,664 €59,279 €60,907 €62,537 €64,180 €65,811 €68,158[1] €71,394[2]**

**HIGHER EXECUTIVE OFFICER HIGHER SCALE**

**€59,279 €60,907 €62,537 €64,180 €65,811 €68,158 €69,701 €71,253 €73,718**

**EXECUTIVE OFFICER STANDARD SCALE**

**€36,343 €38,534 €39,400 €41,269 €43,086 €44,850 €46,602 €48,319 €50,055 €51,746 €53,531 €54,751 €56,504[1] €59,002[2]**

**EXECUTIVE OFFICER HIGHER SCALE**

**€39,400 €41,269 €43,086 €44,850 €46,602 €48,319 €50,055 €51,746 €53,531 €54,751 €56,504 €57,824 €59,138 €61,224**

**CLERICAL OFFICER**

**€571.66 €603.38 €611.42 €634.88 €650.33 €673.48 €696.63 €719.78 €736.40 €758.87 €777.73 €793.06 €814.89 €848.92 €875.67[1] €899.12[2]**

**CLERICAL OFFICER HIGHER SCALE**

**€634.88 €650.33 €673.48 €696.63 €719.78 €736.40 €758.87 €777.73 €793.06 €814.89 €848.92 €875.67 €888.02 €915.82**

**HEAD SERVICES OFFICER**

**€738.30 €752.87 €770.04 €790.70 €804.28 €824.64 €848.92[1] €888.81[2]**

**SERVICES OFFICER**

**€554.40 €569.84 €583.76 €602.30 €621.16 €640.45 €654.24 €662.56 €690.55 €710.25[1] €743.91[2]**

**SERVICES ATTENDANT**

**€554.40 €555.23 €583.76 €591.60 €604.92 €623.95 €648.75 €659.81 €683.17 €702.31[1] €735.62[2]**

**CLEANER**

**€525.38 €551.22 €562.35 €581.10 €600.45 €613.82[1] €644.95[2]**

[1] After 3 years satisfactory service at the maximum.

[2] After 6 years satisfactory service at the maximum.

**Appendix 2A**

**Revised pay scales with effect from 1 September 2025 for certain grades common to two or more Departments appointed on or after 6 April 1995 that are paying the Class A rate of PRSI contribution and making an employee contribution in respect of personal superannuation benefits (PPC)**

**HIGHER LEGAL EXECUTIVE - PPC**

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| €58,847 | €60,567 | €62,285 | €64,000 | €65,723 | €67,437 | €69,157 | €71,637[1] | €75,038[2] |

**NIGHTWATCHMAN - PPC**

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| €565.18 | €592.33 | €605.75 | €626.17 | €646.13 | €657.81 | €675.45 | €694.69[1] | €727.51[2] |

[1] After 3 years satisfactory service at the maximum.
[2] After 6 years satisfactory service at the maximum.

**Appendix 2B**

**Revised pay scales with effect from 1 September 2025 for certain grades common to two or more Departments appointed before 6 April 1995**

## HIGHER LEGAL EXECUTIVE

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| €56,047 | €57,664 | €59,279 | €60,907 | €62,537 | €64,180 | €65,811 | €68,158[1] | €71,394[2] |

## NIGHTWATCHMAN

| | | | | | | |
|---|---|---|---|---|---|---|
| €585.19 | €600.87 | €619.22 | €638.17 | €655.07 | €665.37[1] | €696.61[2] |

[1] After 3 years satisfactory service at the maximum.
[2] After 6 years satisfactory service at the maximum.